Best Practices of Stewardship Implementation in the Parish:
Sts. Simon & Jude Case History

Proven Actions to Make Stewardship Visible in Your Parish

John Hazlin, Past Stewardship Board Chair

April 26, 2007
Pastoral Letter Definition of Stewardship

A Steward:

“One who receives God’s gifts gratefully, cherishes them and tends them in a responsible and accountable manner, shares them in justice and love with others and returns them with increase to the Lord.”

Stewardship: A Disciple’s Response
What is Stewardship?

- Stewardship ≠ Fundraising
- Stewardship is a spirituality
- Stewards are “caretakers” in charge of talents given to us by God
- Stewardship is Grateful Caretaking
What is Stewardship?

- Stewardship is not just about being generous
- Generosity is “me focused”
- Gratitude is “other focused”
- In gratitude we realize that we are powerless. Our only response is “thank you”
What is Stewardship?

- “Stewardship is much more about receiving than it is about giving”
  
  Dr. Michael Downey, Theologian to Cardinal Mahoney

- Stewardship ≠ “Generous Caregiving”

- Stewardship is “Grateful Caretaking”

- A “way of life” in which we say “thank you” to God
What is Stewardship?

- Caretaking ≠ Caregiving
- Caretaking is a different call
- In “caregiving” we are the powerful one
- In caretaking we are humbled
- Our time, talents and treasure are gift of God
- God has appointed me as the caretaker.
Make “Thank You” a bigger part of what we say when we speak with God.
What is Stewardship?

- Stewardship is misunderstood as a “call to action”
- God doesn’t need our thank you
- God doesn’t EXPECT us to DO anything
- Gratitude calls me to find a way to respond
RIDING THE WAVE OF STEWARDSHIP

• STS. SIMON & JUDE CATHOLIC CHURCH
  SURF CITY, HUNTINGTON BEACH:

• A FOUR YEAR PERSPECTIVE
A Franciscan parish of approximately 4500 families (15,000 people)

Our Core Values are:

- Eucharist
- Gospel
- Hospitality
- Stewardship

Mission”

*We are Catholic disciples of Jesus Christ, celebrating Eucharist and welcoming and serving all God’s people in the spirit of our brother, Francis of Assisi.*
Year I

Discernment, Planning

Stewardship History at SSJ

- Bishop Brown asks Fr. Michael what he’s doing about Stewardship
- Fr. Michael attends Bishop Morneau’s talk and shares his personal conversion story
- Fr. Michael appoints a “Stewardship Board”
- Fr. Michael introduces a new theology of Stewardship based on “Grateful Caretaking”
Year I

Discernment, Planning

Stewardship History at SSJ

- Stewardship Board spends 6 months analyzing the Bishop’s Pastoral Letter “Stewardship: A Disciples Response”
- Board writes a Stewardship Plan
- Plan delivered to all members of Boards, Councils & Commissions and Parish Staff
- Board organized into 5 working teams
Establish a Stewardship Board

- 12-15 lay members
- Meets monthly
- Empowered to make Stewardship visible in the Parish
Organize the Board into Working Teams
Breakdown the tasks to create ownership
Establish a Succession Plan
Process For
Leadership Continuity

- 3 Year term of service
- Vice Chair becomes the Chair
Study
Stewardship Documents

- Analyze the Bishop’s Letter
  
  *Stewardship: A Disciple’s Response*

- Look to the Diocese and other U.S. parishes to train your leaders.

  (This can cut learning time up to 3 months).
Create Your Own Stewardship Language

The Team must take ownership of Stewardship:

- Create a common "language":
  - To help the Team understand
  - To be communicated to the Parish

- "Language" elements
  - a definition
  - a prayer
  - a slogan
  - key tenants and/or
  - other written formats that invite ownership.
Pray, Care & Share with SSJ
Generate Awareness of Many Existing Ministries

- Ongoing effort to explain existing Parish Ministries
  - Weekly bulletin features explain each ministry for 4 successive weeks
  - Bulletin Board in Church Lobby
  - Tie-in to Parish website

- Volunteer recognition celebration
Celebrate a Ministry Festival

- Invite people to attend a festival after each Mass on a particular Sunday with representatives present from every parish organization
- Acknowledge the hard work of so many in parish ministries
- Encourage greater participation in parish ministries
Write a Stewardship Plan

Expect the Leadership Team to write the plan

- **Goals:**
  - What, in general, we want the Plan to accomplish?

- **Objectives:**
  - What *specific accomplishments* we will use to indicate that the Plan has succeeded

- **Strategies:**
  - *How* will the Plan be accomplished, in general

- **Tactics:**
  - *Full program/ event details*
Build a Stewardship Calendar

Anticipate the timing of future events with an eye on the Church calendar.
## Stewardship Calendar 2003-2004

<table>
<thead>
<tr>
<th>November-03</th>
<th>December-03</th>
<th>January-04</th>
<th>February-04</th>
<th>March-04</th>
<th>April-04</th>
<th>May-04</th>
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</thead>
<tbody>
<tr>
<td><strong>Leadership &amp; Witness</strong></td>
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<tr>
<td>Present to Parish Leaders 11-13</td>
<td>Advent -11/30 Stewardship Awareness Campaign - Throughout Advent</td>
<td>Confession of Peter 1/18 Stewardship talk at all masses - 1/18</td>
<td>First Witness Talk</td>
<td>Witness Talk</td>
<td>Witness Talk</td>
<td>Witness Talk</td>
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<td><strong>Faith &amp; Spirituality</strong></td>
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<tr>
<td>Introduce Stewardship prayer</td>
<td>Stewardship homily at Masses 12/6-12/7</td>
<td>Prayer cards in pews,</td>
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<tr>
<td><strong>Ministry Recognition &amp; Awareness</strong></td>
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<tr>
<td>Handout new Ministry listing at Discernment</td>
<td>Volunteer Commissioning 12/6-12/7</td>
<td>Publish first Ministry Highlight in Bulletin</td>
<td>Ministry Highlight in Bulletin</td>
<td>Ministry Highlight in Bulletin</td>
<td>Ministry Highlight in Bulletin</td>
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<tr>
<td><strong>Education</strong></td>
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<tr>
<td>Introduce Stewardship Board at Mass 11/22-11/23</td>
<td>Stewardship handout in bulletin 12/6-12/7</td>
<td>Incorporate Stewardship message in Faith Formation</td>
<td>Stewardship handout</td>
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<tr>
<td><strong>Measure &amp; Treasure</strong></td>
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<tr>
<td>Finalize Survey Questions</td>
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</tr>
</tbody>
</table>

### Key Dates:
- **Advent**: 11/30
- **Confession of Peter**: 1/18
- **Ash Wednesday**: 2/25
- **Easter**: 4/11
- **Pentecost**: 5/30

### Key Activities:
- **Introduce Stewardship prayer**: 11/13
- **Stewardship homily at Masses**: 12/6-12/7
- **Prayer cards in pews**:
- **Handout new Ministry listing at Discernment**: 12/6-12/7
- **Publish first Ministry Highlight in Bulletin**: 12/6-12/7
- **Volunteer Recognition Week 2/14-2/22**: 2/14-2/22
- **In Depth Stewardship Study**: 4/18-5/23
Year II
Teaching, Burnout

Stewardship History at SSJ

- Education is the primary focus. The first targets are parish leaders, then the entire parish.
- Education team creates a Day of Reflection program to “teach” Stewardship.
- 3 Week Stewardship Series with outside speakers on Tuesday nights and homilies at all Masses
- Sharon Hueckel (noted Stewardship author and expert), gives a parish Stewardship Mission
- Board establishes two new Stewardship teams: Witness and Retreat
Deliver Homilies over and over

Compose a comprehensive Stewardship message and deliver it over and over and over and over.
Center Education around a One Day Program

- Borrow or develop a One Day Stewardship Spirituality Program that goes beyond knowledge to facilitate a change of heart
- Offer multiple Saturdays
- Witness Speakers created an environment for sharing
- Program has been accredited by the Diocese
# One Day Agenda - Day of Reflection

<table>
<thead>
<tr>
<th>Time</th>
<th>Topic</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:45 AM</td>
<td>Registration</td>
<td>Registration</td>
</tr>
<tr>
<td>9:00 AM</td>
<td>Overview / Readings</td>
<td>Overview / Readings</td>
</tr>
<tr>
<td>9:15 AM</td>
<td>Stewardship Overview - Fr. Michael</td>
<td>Witness Talk</td>
</tr>
<tr>
<td>9:30 AM</td>
<td>“How have I been called?”</td>
<td>Readings &amp; Table Discussion</td>
</tr>
<tr>
<td>9:45 AM</td>
<td>“The Call”</td>
<td>Readings &amp; Table Discussion</td>
</tr>
<tr>
<td>10:45 AM</td>
<td>“Jesus Way”</td>
<td>Readings &amp; Table Discussion</td>
</tr>
<tr>
<td>11:30 AM</td>
<td>Lunch and Walk with a friend</td>
<td>Lunch and Walk with a friend</td>
</tr>
<tr>
<td>12:15 PM</td>
<td>“Stewardship in Daily Life”</td>
<td>Witness Talk</td>
</tr>
<tr>
<td>12:30 PM</td>
<td>“Living As Steward”</td>
<td>Readings &amp; Reflection on Time Use</td>
</tr>
<tr>
<td>1:15 PM</td>
<td>“Stewards of the Church”</td>
<td>Readings &amp; Reflection on Talents</td>
</tr>
<tr>
<td>2:30 PM</td>
<td>“The Challenge &amp; The Choice”</td>
<td>Readings &amp; Room Discussion</td>
</tr>
<tr>
<td>3:15 PM</td>
<td>Summary</td>
<td>Depart</td>
</tr>
<tr>
<td>3:30 PM</td>
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</tr>
</tbody>
</table>
Day of Reflection
- Personal Time Analysis

<table>
<thead>
<tr>
<th>Rank Order of Importance</th>
<th>Percentage of Time Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Where do I spend my time? Rank below based on where you currently spend your time (i.e. 1, 2, 3 thru 6)</td>
<td>2. What do I value? Rank based on what is your most important to least important priority (i.e. 1, 2, 3 thru 6)</td>
</tr>
<tr>
<td>3. Estimate the percentage of your time spent in each area WEEKLY (See chart on back) (5 hrs/week = 3%) (20 hrs/week = 12%)</td>
<td>4. Where should you make changes in your time to better meet your priorities? (Write “More,” “Less” or “Same”)</td>
</tr>
</tbody>
</table>

| God (i.e. Liturgy/ Religious Reading/ Prayer/ Service to Others) | % |
| Family (i.e. Spouse/ Parents/ Kids/ Grandchildren, Very Close Friend) | % |
| Work (i.e. Career/ Housework/ Education/ Chores/ Commuting) | % |
| Entertainment/ Leisure (i.e. TV/ Sports/ Hobbies/ Reading/ Private Time/ Gardening/ Friends without family) | % |
| Community (i.e. Volunteer Work/ Neighborhood) | % |
| Necessities (i.e. Sleeping/ Bathing) | % |

5. Look at the percentage of your time you CURRENTLY spend and consider the quality of the that time.

Is your time spent with the kids or for the kids?
Is it spent serving your spouse or being served?
Is it spent attending “obligatory” church services and events or in loving service of God’s people?
Write below some specific ideas on how to better use God’s gift of time
**Day of Reflection - Personal Talent Analysis**

### What are my talents?

**Complete all 3 steps:**

1. People have many talents that equip them to be effective in their day-to-day life and in their spiritual life. Look at the list below and CHECK ALL THAT APPLY TO YOU. Keep in mind that this question does **not** ask if you are the most talented. It's...

2. Think for a minute and add other talents that you possess which are not on the list.

3. Go back through the list of your talents and CIRCLE THE 2 OR 3 TALENTS that best define who you are.

<table>
<thead>
<tr>
<th>Administration</th>
<th>Hope (in Eternal Life)</th>
<th>Patience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chastity</td>
<td>Humility</td>
<td>Peace</td>
</tr>
<tr>
<td>Counsel</td>
<td>Interpretation</td>
<td>Planning</td>
</tr>
<tr>
<td>Courage</td>
<td>Intuition</td>
<td>Piety/ Reverence</td>
</tr>
<tr>
<td>Creativity</td>
<td>Joy/ Happiness</td>
<td>Preaching</td>
</tr>
<tr>
<td>Discernment of Spirits</td>
<td>Justice</td>
<td>Prophecy</td>
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<tr>
<td>Enthusiasm/ Zeal</td>
<td>Kindness</td>
<td>Prudence</td>
</tr>
<tr>
<td>Environmentalism</td>
<td>Knowledge</td>
<td>Relationship Building</td>
</tr>
<tr>
<td>Faithfulness/ Loyalty</td>
<td>Language/ Articulation</td>
<td>Self-Control</td>
</tr>
<tr>
<td>Forebearance/ Restraint</td>
<td>Leadership</td>
<td>Self-Denial</td>
</tr>
<tr>
<td>Forgiveness</td>
<td>Listening</td>
<td>Soft Spokenness</td>
</tr>
<tr>
<td>Fortitude/ Determination</td>
<td>Love (Charity)</td>
<td>Strength</td>
</tr>
<tr>
<td>Generosity</td>
<td>Love of Animals/Nature</td>
<td>Teaching</td>
</tr>
<tr>
<td>Gentleness</td>
<td>Love of God</td>
<td>Temperance</td>
</tr>
<tr>
<td>Good Judgement</td>
<td>Mercy/ Compassion</td>
<td>Tolerance</td>
</tr>
<tr>
<td>Goodness</td>
<td>Moderation</td>
<td>Understanding</td>
</tr>
<tr>
<td>Healing</td>
<td>Modesty</td>
<td>Wisdom</td>
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<td></td>
<td>Organization</td>
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</tr>
</tbody>
</table>

**Note:** The table includes various talents such as Administration, Hope, Patience, Chastity, Humility, Peace, and more. Each talent is listed and checked by the participant based on their personal attributes. The final step involves circling the most defining talents for the individual.
Condense the Message

Once the One Day program is firmly in place, create a half day alternate
  - Requires less time
  - Still creates an environment for spirituality to blossom.

Offer tailored programs targeted to specific ministries
  - Men’s Club
  - Amazing Grays
  - Youth Ministry
Kickoff with a 3 Week Stewardship Program

- Expose all active Parishioners to the basic message of Stewardship as a way of life (speak to the people in the back of the Church)

- Outside speakers on Tuesday nights

- Homilies at all Masses by the Pastor

- Bulletin inserts
SSJ 3 Week Stewardship Formation Program
May 1 - May 18, 2004

Week 1
- Theme: Stewardship: A Spirituality for our Times
- Mass Homily: “Jesus calls us to Stewardship”
- Tuesday night: Responding to 21st Century challenges of Christianity

Week 2 (Mother’s Day)
- Theme: The Stewardship of Parenting
- Witness talk: “Responding in Gratitude, a Mother’s Example”
- Tuesday night: Bringing Stewardship home for the kids

Week 3 - Parish Mission (Sharon Hueckel)
- Mission Theme: Increasing personal spirituality
- Mass Homily: Naming and Claiming: Recognizing the Stewardship in our daily lives
- Sunday night: Stewardship: Responding in Love
- Monday night: Modeling Stewardship for our Children
- Tuesday night: Parish Formation: Stewardship “with SSJ”
Conduct a Parish Stewardship Mission

Week 3 - Parish Mission (Sharon Hueckel)

- Mission Theme: Increasing personal spirituality
- Mass Homily: Naming and Claiming: Recognizing the Stewardship in our daily lives
- Sunday night: Stewardship: Responding in Love
- Monday night: Modeling Stewardship for our Children
- Tuesday night: Parish Formation: Stewardship “with SSJ”
Year III
Leadership Transition, Conversion

Stewardship History at SSJ

- Board presents “Stewardship Sundays” for all of the masses in November of 2005;
- Board produces a Seasons of Faith Sunday, with shared lunch, speaker, witness talk and simultaneous children’s program.
- Board Plan increases focus on long range goals
- Recruitment
- Day of Renewal for all who have served in Stewardship to promote camaraderie and re-ignite “attitudes of gratitude”
Develop Witness Talks

- Invite all leadership team members to write and deliver a witness talk to the other team members.
- Include witness talks in Parish events, whenever possible.
Renew the Core Leadership Group

Offer a “mini-retreat” for all who have held a leadership role incoming to promote camaraderie and re-ignite “attitudes of gratitude”
Turn the Annual Financial Report into a Stewardship Report

Produce a document that shows the breadth of time, talent and treasure at work in the Parish
Annual Stewardship Report
2005-2006

Prayer of Archbishop Oscar Romero

It helps, now and then,
to step back and take the long view.
The Kingdom is not only beyond our efforts,
it is even beyond our vision.

We accomplish in our lifetime, only a tiny fragment of the magnificent enterprise that is God’s work. Nothing we do is complete, which is another way of saying that the kingdom always lies beyond us.
No statement says all that could be said. No prayer fully expresses our faith. No confession brings perfection. No pastoral visit brings wholeness.
No program accomplishes the church’s mission.
No set of goals and objectives includes everything.

This is what we are about. We plant the seeds that one day will grow. We water seeds already planted, knowing that they hold future promise.
We lay foundations that will need further development.
We provide yeast that produces effects far beyond our capabilities.

We cannot do everything, and there is a sense of liberation in realizing that. This enables us to do something, and to do it well. It may be incomplete, but it is a beginning, a step along the way, an opportunity for the Lord’s grace to enter and do the rest.

We may never see the end results, but that is the difference between the master builder and the worker.

We are workers, not master builders; ministers, not messiahs. We are prophets, of a future not our own.
Amen.
Year IV
Passing the Torch, Reaching Out

Stewardship History at SSJ

- The first Stewardship-related, off-site parish retreat is conducted.
- Board recognizes need to recruit new energy
- Communications Team established
- Family Team established
- Outreach Team established
Sponsor a Parish
Stewardship Retreat

- Longer, offsite venue provides a better atmosphere to convey the message from the heart

- Retreat “theme” is broad to attract a wider audience

- The Stewardship message is an integral communication of the weekend
Publish a Ministry Handbook

- Make people (especially newcomers) aware of the wealth of ministry that already exists and is in need of their talent
Establish a Communications Team

- The best programs in the world will be ineffective if no one attends!
- Go way beyond the obvious ideas such as the bulletin and the website which of themselves are not enough
- Make the invitation personal
  - Personal invitations in the mail
  - Personal e-mail from the Pastor
  - Personal discussion with a friend
- Make this an early priority for the Board
Yes.
You Do Need to Send Them an Engraved Invitation!