



# Parish of the Holy Spirit - Te Wairua Tapu



## Guidelines for Community Stewardship Teams

April 2018

### What is Stewardship?

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*As each one has received a gift, use it to serve another as good stewards of God's varied grace (1 Pt 4: 10)*

#### What does Stewardship mean?

Stewardship means using and developing the gifts God has given us wisely. Our gifts are:

##### Gifts of Time

In a busy society like ours, time is one of the most precious possessions we have. How we spend our time is perhaps the clearest indication of our progress in a life of Christian discipleship.

Some people say "time is money". Time is much more valuable than money! Time once spent can never be recovered. God gives us the present as a gift to use as good stewards.

##### Gifts of Talent

Stewardship of the gift of talent means nurturing, developing and using the God-given abilities to help define "who we are" as unique individuals.

Our talents are the special blessings that each of us has received from a loving Creator who values the diversity and abundant variety of all creation. When we volunteer to work for our parish or help our neighbour, we share "who we are" for the good of others.

##### Gifts of Treasure

Many of the parables of Jesus speak to us about money or material possessions: the lost coin, the widow's mite, the buried treasure in the field, the rich young man, and the Good Samaritan who gives two silver pieces to the innkeeper. Jesus talks about money because he knows how personal it is to us.

Stewardship of treasure is not about giving to a need, but rather it is about the need to give.

Stewardship is living out a commitment to be Christ-centred rather than self-centred. It is important for us to share our money and our material possessions because all the good things that God has

made are meant to be shared. We need to return thanks to a loving God for the many blessings we have received.

## Why a Stewardship Team?

Stewardship speaks to a deeper and more nurturing relationship with the community than simply leadership. Stewardship asks for us to offer our gifts to help both our Church and our fellow community members. It also asks us to help develop the gifts of our community members for their sake and our communities'. It also notes that while we may lead our community, it ultimately belongs to God – we are stewards of his people.

# Running and Organising

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## The Purpose of the Stewardship Teams

Each community within the parish will establish a Stewardship Team. The Teams' main purpose is to provide governance and strategic direction for the cultural and spiritual aspects of their community within the framework of the larger Parish. The Team will take its primary lead from the governance and strategic direction of the Parish Pastoral Council.

## Outcomes

To fulfil this purpose, each year (or as appropriate) the Team should set/refresh areas of focus and specific outcomes that they see as priorities for their community. These focus areas should connect with the focus areas of the Parish. See appendix 1 for an example.

## Activities

In order to deliver on the outcomes each Team is likely to undertake these type of activities.

Activity	Description
Provide direction/vision	The team will provide a community vision and encourage activities to achieve it. It will contribute to, then support and enact the parish council vision.
Outcome delivery	It will take actions to deliver on the specific outcomes noted.
Represent parishioners	It will regularly engage with parishioners formally and informally about the direction the community is taking.
Support groups	Enable community groups by helping them set up and operate as part of the wider community. Identify opportunities for new groups.
Support community functioning	It will support those who keep the community running by providing assistance when it is required. For example finding additional people to contribute or being a source of information for new people or bridging a gap between two community groups.

## What's out of scope

The Teams' purpose and the Parish structure means that a range of activities fall outside the scope of the Stewardship Team, including:

Activity	Description
Building, finance, staff	These activities are managed by the Parish office and other councils
Running groups	Existing and new groups will be independent of the Stewardship Team, though may well share members. The Team will generally not be

	involved in how these groups organise or run themselves except to work with the groups to ensure they have a clear and contributing role in the community.
Day to day operations	Parish staff will run things such as the newsletter, payroll, maintenance, Priests' diaries etc

## The Teams' place in the Parish

There are several key groups that each Stewardship Team will work with

Parish Pastoral Council	The PPC is responsible for the wider parish's spiritual and cultural direction. Each Team reports to them and will collaborate with them to set and meet the objectives of the wider Parish.
Parish Finance Council	The PFC manages the finances across the parish such as budgeting, prioritising spend and organising planned giving.
Building and Maintenance Council	This team manages all the buildings work across the parish.
Other Stewardship Teams	Each community has its own Stewardship Team. Each team should collaborate with their peers to provide a level of consistency in approach across the parish. In particular this will be in support of the PPC's objectives.
Community groups	As noted above the Teams will work with existing and new groups in their respective community to meet the community and parish objectives but will not get involved in the general running of these groups.

## Composition and Meeting Details

Ideally the team should be around six to eight members who reflect the diversity of their community. Selection can be through voting, volunteering or shoulder tapping at the Team's discretion.

At least one member, preferably two, of the Team will also be a member of the Parish Pastoral Council.

The Parish Priest should be included in the invitation for each meeting and receive the agenda in advance, but will generally only attend as required.

Minutes are to be taken and circulated to the Team members, the Chair of the Parish Pastoral Council, the Parish Priest and the Chairs of the other Stewardship Teams. Minutes should also be printed and put up on the church noticeboard.

## Terms

Stewardship Team members are encouraged to remain part of the team for at least three years but no longer than five. This balances continuity with turnover and new ideas.

Offices such as Chairperson, Deputy Chairperson and Secretary should be elected annually. Chairs can be elected for a maximum of three years. More terms can be agreed with the Parish Priest.

Leaders in the team should be mindful of succession planning. For example placing new members into a Deputy Chair role or when a Chair stands down, remain on the Team for a few months to help the new chair.

# Appendix 1: Outcomes Example

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This is an example of outcomes a community might seek for their areas of focus.

<b>Community Focus Area</b>	<b>Parish Goal</b>	<b>Outcome</b>
Welcoming	Belonging	We provide a welcoming community for new and existing parishioners.
Youth & Children	Youth & Children	Our youth and children are highly integrated into the community.
Cultural diversity	Diversity	There is involvement of ethnic sub-communities as part of the fabric of the community. This is evidenced in all our other focus areas, particularly in our liturgies and our groups.
Group involvement	Stewardship, Belonging	There is a high level of involvement in groups. Different groups are available to provide spiritual enrichment and growth, develop a sense of community and to provide an opportunity for stewardship of talents.
Music		There is a continuing high standard of music.
Liturgies		We have liturgies that provide spiritual enrichment and reflect our community.

## Review Date

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This policy was approved by the Parish Pastoral Council on 8 May 2018. It is due for review in May 2020.