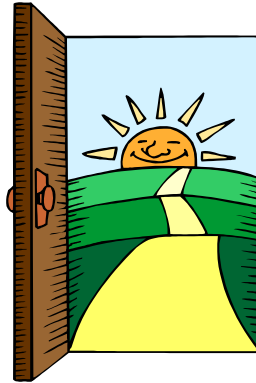


After the Vision Day



If the Parish Resources Adviser has facilitated the Vision Day, he will have collected all the comments from each discussion group under their respective topics and will send a copy to you within a few days of the event. The Parish should then consider setting up small sub-groups for each of the topic areas. The aim of the sub-groups is to produce a simple strategy for their topic area listing the 'aims and objectives' followed by suggestions of how they can be met.

Once each sub-group has produced their 'draft strategy', they should be presented to the PCC either for their approval or for further discussion and amendment. The PCC will then need to decide:

- a date and time to launch the strategy;
- the type of event and whether to invite a Suffragan Bishop or Archdeacon to preach;
- whether or not to produce a 'pass-it-on' pack or something similar and when it should be launched;
- who is to be invited and how the events are to be publicised;
- what publicity materials are needed and who is to produce them.

At this stage you may also want to 'appoint' one or two people to co-ordinate the two events, the production of the materials and the publicity.

The main document is the '**Strategy Document**', which draws together all the draft documents for the different topic areas into one booklet. Typically the contents of the Strategy Document would be:

- a front cover with the title, a picture of the Parish Church, and maybe the 'Vision Statement';
- a letter from the Incumbent, which summarises the previous activities leading up to the production of the strategy and points the way forward on the inside of the front cover;
- a contents page;
- each topic area with the objectives and what needs to be done to make things happen;
- an overview of the financial position and what it means to 'give to God's work';
- a simple statement and thank you to conclude.

Once the Vision Strategy Booklet is complete, it is worth running it past the PCC for their approval. At this stage you will also need to draw up a list of the people who should receive a copy of the booklet. If it has been agreed to produce a 'Pass-it-On' pack, now is the time to start putting everything together for the packs.

Pass-it-On Pack



The purpose of the pass-it-on pack is to give everybody the chance to reflect on the contents of the Vision Strategy Booklet and their own personal response to it, hopefully by making a commitment of time, talents or money. The pack will normally include:

- an instruction sheet, which explains the contents of the pack and what people have to do before passing it on;
- the Vision Strategy Booklet;
- a 'Time and Talents' response form, which gives people the opportunity to offer their talents for specific tasks;
- a 'Financial' response form, which encourages people to sign a Gift Aid declaration and bank standing order mandate or contribute through an envelope scheme;
- small envelopes for each response form.

The Time and Talents form may include a variety of tasks or activities under the following headings:

- “Enriching our Worship”
- “Dealing with People”
- “Catering”
- “Managing Money”
- “Nurturing Faith”
- “Communications/Office Skills”
- “Looking after our Church”
- “Anything else you would like to do”

All the forms are put together in a folder with a list of all those who should received it and the name of the 'team leader' responsible for the pack. On the back of the folder there should be two pockets (envelopes) for people use for their response forms

Once the pack has been to each member of the 'team' the leader should make sure that all the financial responses go straight to the Gift Aid Secretary or Treasurer. All the time and talents responses will also need to be looked at and dealt with appropriately. It is important that offers of help with specific tasks are followed up as soon as possible.

The outcome of the pass-it-on pack should be communicated to everyone through a special 'Thanks Giving' Service as well as articles in the Parish Magazine and in notice sheets.

Finally

Remember that the Parish Resources Adviser is just on the end of the phone. (01962 624750) Use him! He is there to help and guide you through this process and has samples of all the forms and documents you will need.

- Take things one stage at a time
- Don't panic
- Stay organised
- Enjoy it

And most important of all...

Constantly pray about God's Vision for your parish and ask others to do the same. Perhaps issue a prayer card. If God's hand is on what you are doing then everything will work out in His way.

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