

# Leadership/Administration

<p>Re-organize administrative staff functionally (new structure, by function).</p>	<p>Develop the Regional Parish Leadership Team to enable All Saints and St. Vincent Ferrer to engage in ways that leverage each parish's strengths for mutual benefit.</p>	<p>Prioritize campus safety</p>	<p>Create and sustain an integrated communication program that includes two-way communication between and among all parish key stakeholders, and periodic parish assessments on priorities, progress, programmatic effectiveness (e.g. engagement).</p>	<p>Through the Technology Commission, create and implement goals to maintain and enhance technology in the school and parish center.</p>
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- Assess all administrative (value-support) functions and current positions to identify what pastoral duties and Administrative roles should be reorganized to leverage staff skills and strengths.
- Determine what, if any, changes in staffing are necessary with the adoption of the strategic plan and incorporate them in the Human resources plan and budget.
- Create and implement a system of position descriptions--including job duties, goals and measures—for all Administrative positions adopted as a result of this parish plan.
- Create and implement a formal Human Resources function to manage the talent life cycle of non-clergy staff.
- Develop a means to track progress and ensure accountability of all staff and volunteer-led activities and groups implementing the Parish Plan.

- Conduct a communications audit to gauge results of branding; measure effectiveness of current communications, and determine opportunities for improvement in messaging, timeliness, channels/media for internal communications, and leveraging external communications.
- Develop and implement a program of regular communications between and among all parishioners (church and school), and other key stakeholders based on information needs, preferred methods, to achieve measurable objectives.
- Design and conduct regular means of measuring parishioner satisfaction and engagement in the parish's program of work, utilizing qualitative and quantitative tools.

- Assess short-term (current ) and long-term (five-year length of the Plan) need and prepare a recommendation.
- Prepare a tactical plan (including timing, cost, source of funds, effectiveness measures, and management of the technology function). Implement and measure effectiveness.
- Communicate the on-going technology plans and progress for the school and parish center with all stakeholders.

- Ensure the All Saints (church and school) electronic communications systems are secure and protected against cybersecurity threats.
- Ensure the physical safety of all who enter the campus buildings or visit the grounds.
- Keep the parish (church and school) informed about all aspects of campus safety including policy development and implementation, systems, coordination, implementation and accountability.

