

ADMINISTRATION Goal 1.2

MINISTRY ACCOUNTABILITY AND PERFORMANCE

Within 18 months, we will develop and begin teaching a *Ministry Accountability and Performance* process for assessing and evaluating the performance of Parish and Metropolis ministries and programs, with a remediation process to address any issues identified.

ADMINISTRATION GOAL 1.2 ACTION PLAN			
<u>Specific Key Actions Necessary To Achieve Administration Goal 1.2</u>	<u>Who Must Do Each Action</u>	<u>Timetable: How Many Months or Days To Finish Action From Previous Action</u>	<u>How Will We Know When This Action Has Been Completed</u>
1. Recruit Administrative Task Force for Goal 2 (“ATF2”), including members from other Parishes and the Metropolis	Administration Strategic Planning Task Force and the Goal Captain	2 months after Start Date	ATF2 members agree to serve
2. Identify any existing ministry and program assessment and evaluation processes and best practices from any available resources	ATF2	3 months after step 1	At least 5 assessment and evaluation procedures identified
3. Establish a uniform method of ministry and program assessment and evaluation of ministries and programs	ATF2	3 months after step 2	Assessment and Evaluation process established
4. Establish a procedure of selecting a “ Review Board ” at Parishes and Metropolis to assess and recommend remediations and changes pursuant to uniform ministry and program assessment and evaluation process	ATF2	1 month after step 3	Selection process established
5. Establish a set schedule for Review Board to meet for evaluations and reviews	ATF2	1 month after step 4	Schedule set.
6. Provide tools via Metropolis Resource Center Portal (“ Portal ”) to Parishes and Metropolis for ministry and program assessment and evaluation process, Selection of Review Board, remediation and reporting	ATF2	1 month after step 5	Tools available electronically on Portal
7. Provide regional training in use of ministry and program assessment and evaluation process, best practices, tools and remediation	ATF2	Starting 4 months after step 6 and continuously thereafter	Regional training has been delivered at least twice in every region throughout the Metropolis
8. Develop process to measure effectiveness of tools and assessment process, effectiveness measures, remediation and making improvements	ATF2	Ongoing after step 7	Changes are made to ministry and program assessment and evaluation process