

PUBLICATIONS AND RESOURCES

- **Business Practices Resource Guide for Congregations**
- **Compensation and Benefits Resources**
- **Covenant of Ministry Models**
- **Transition Ministry Resources**
- **Model Bylaws for Parishes and Missions**
- **Model Safe Church Policies**
- **Model Financial Policies, Procedures and Controls for Our Parish**
- **Model Personnel Handbook for Parishes**
- **Strategic Planning Overview**
- **Treasurer's Handbook**
- **Real Estate Transaction Guide**

These documents and many more are available at the Consultants' and Business Resources webpages on the diocesan website:



CONTRIBUTION FOR SERVICES

Many consultant services are provided free, and congregations are encouraged to use their services. Most short-term consultations are without charge. Longer term engagements may involve appropriate remuneration. We consider the value of these services to be approximately \$50/hour, well below fees for similar services provided in the open market by professional consultants.

Some services have a definite cost. There may be diocesan support available for congregations with financial need.



Congregational Consultants Serving Congregations

Requests for consulting services should be referred to Congregational Consultants' Co-Chairs:
Dioconsultants@diomass.org



WHO WE ARE

The Congregational Consultants are a group of knowledgeable, experienced and dedicated lay and ordained individuals from congregations throughout the diocese who serve other congregations.

The Congregational Consultants assist congregations in a variety of ways, including as facilitators at vestry retreats, in mutual ministry reviews, strategic planning and conflict management or as consultants on business, property and compliance issues.

The Congregational Consultants have a wide range of professional and other experience, including leadership roles in congregations as wardens, treasurers and vestry members, as members of diocesan committees, and professionally as accountants, architects, business consultants, educators, business and finance executives, ordained clergy and lawyers, among others.

WHAT WE DO

Congregational Consultants work with congregations to promote congregational health and further their mission with direct assistance by people who have experience and training in areas that are critical to a congregation's vitality and viability. Examples of consulting services include:

- Assistance in compliance with annual audits, parochial reports and assessment payments
- Consultation on “best practices” in business systems
- Consultation using appreciative inquiry
- Establishment of annual and capital stewardship programs
- Facilitation of vestry retreats; strategic planning and visioning
- Information Technology acquisition and deployment
- Long-range financial planning
- Mutual ministry reviews
- Pastoral care/companionship for parishes merging or closing
- Preparation of annual budgets and financial statements
- Property management consultation; building use, solar installations, restoration projects, etc.
- Transition review prior to calling a new rector or priest-in-charge

DEVELOPMENT OF RESOURCES

Congregational Consultants work on diocesan initiatives to benefit congregations and have prepared and published guides, model policies and procedures, financial forms and other resources to assist congregations.

LEARNING OPPORTUNITIES

Congregational Consultants also offer training programs for congregational leaders, including the growing library of recorded online seminars available on the Diocesan Consultant webpage. Congregational Consultants are available to meet with deaneries or parish leadership groups to make presentations on specific topics.

RECRUITING

The Congregational Consultants always are looking for new members. Ideal candidates have experience as lay leaders or clergy with parish leadership experience, professional credentials, a collegial work style and commitment to promote the mission of the church through healthy congregations.