

St. Michael Catholic Community  
Stewardship Planning Committee  
Terms of Reference

**Purpose and Reporting:**

Reporting to the Pastor and the Parish Leadership Council the Stewardship Committee defines and develops a common understanding of Stewardship and of the mission and vision for the Stewardship plan for the parish. It will primarily develop strategies and practices, educate and invite all parishioners to steward their resources to give, pray and serve the Kingdom of God.

**Functions:**

- Collaboratively develop a parish stewardship plan, best practices and messaging
- Shepherd the parish stewardship plan.
- Engage parish committees and ministry leaders to implement the plan and incorporate messaging through all areas of ministry
- Design a yearly calendar and outline stewardship education and activities for each month
- Work with the communications team to create materials that highlight activities, individuals and events that model stewardship
- Create learning opportunities to be offered to parish members ie: legacy planning

**Consulted and Informed**

Pastor  
Parish Leadership Council  
Parish committees and ministry leaders  
Communications Team

**Membership and Term**

Parish Administrator  
Committee chair  
No more than 4 additional committee members at large  
2 year commitment

**Meetings**

Frequency – Monthly meetings 2-3 hours or as required to achieve their task  
Attend Stewardship events or speaking engagements

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