MANAGEMENT IN MINISTRY

June 25—July 12, 2018, Monday—Thursday 5:45 PM—9:00 PM

Ministries like parishes, dioceses, Catholic schools, Catholic colleges and universities, hospital systems and other social service providers are wonderful loci of transformation, venues in which ministers cooperate with action of the Holy Spirit to point to and bring about the Kingdom of God. They’re also small (or mid-sized, or large) non-profit organizations that require sources of revenue, budgets to compare that revenue to expenses, physical plants in which to operate, technological infrastructures, communication systems, hiring policies, legal advice and much more. The administrative side of ministry is often overlooked, much to the detriment of our mission and our ability to have a lasting impact. In this class, we’ll execute a mad romp through the basics of working in (or managing) a faith-based non-profit organization, using Catholic parishes and K-12 schools as particular examples. Topics will include:

• leadership and management (and why they might not be the same thing)
• budgets and financial planning (including how to read those crazy financial reports),
• human resources (organizational structures, hiring and separation, compensation),
• teams and personnel management (including goal setting and performance management),
• advancement and development (fundraising and financially sustainable ministries),
• marketing and communications (think evangelization),
• statistical thinking (but only the fun kind, like in “Freakonomics”, not the scary kind)

PRE-COURSE WORK

Read Jim Collins, Good to Great. Select one of the first four major topics (chapters 2 to 5) and write a reflection (3-5 pages) that accomplishes the following:

• Give a short overview of your understanding of the basic concept.
• Tie that concept into the practice or theology of the Church.
• Explain how this element of Collins’ model is (or is not!) in accord with the faith setting in which you work (or hope to work in the future).
• Offer an example of how you might be able to use this idea in your current or future ministry

No outside sources are required - if you’re quoting directly from Good to Great, a simple in-line page number citation is fine. Additionally, please bring to the first class (in writing) two or more questions that you’d like to discuss with the class. The questions do not have to be related to your chosen chapter / topic - anything related to the overall model is fair game.

REQUIRED READING


Other assigned texts will be available on Canvas.