

Position & Description	Term of Service	Personal Responsibilities and Contributions to Overall Strategy	Reporting
Faith Study Leader <i>Be Jesus, Share Jesus</i>	1 year renewable	<ul style="list-style-type: none"> <li>✓ Under pastor’s direction, recruit 4-6 parishioners to participate in your Faith Study starting September</li> <li>✓ Weekly preparation to lead Faith Study using training provided online and in leader guides</li> <li>✓ Lead study each week according to one-year cycle</li> <li>✓ One-on-one follow-ups with participants during Faith Studies (as per leader’s guide)</li> <li>✓ Regular check-in phone calls with your PT mentor/Parish Coordinator</li> <li>✓ Journey with each participant individually as you are able and follow up with him/her as needed</li> <li>✓ Attend Diocesan events for PT: fall commissioning, January Growth retreat, spring celebration</li> <li>✓ Mentor your participants who lead Discovery in Lent, 2015 through 3 check-in phone calls and through visiting their study during week 3</li> <li>✓ Identify potential leaders for future PT involvement</li> </ul>	<ul style="list-style-type: none"> <li>✓ Minimum 4 check-in phone calls (or 3 plus one faith study visit meeting) with PT mentor/Parish Coordinator per Faith Study</li> </ul>
Faith Study Leader Mentor/ Parish Coordinator <i>Develop and Multiply Leaders</i>	1 year renewable	<ul style="list-style-type: none"> <li>✓ Support Parish Faith Study Leaders through four check-in phone calls (or three plus one visit to Faith Study for new study leaders)</li> <li>✓ Keep the Pastor informed and involve him in simple, creative, and edifying ways</li> <li>✓ In collaboration with the Faith Study Leaders, coordinate sustainable growth of PT within the Parish</li> <li>✓ Oversee recruitment/on-boarding of Faith Study Leaders within the Parish</li> <li>✓ Regular check-in phone calls with Regional Coordinator (3 per study: 1 before, 1 during, and 1 after)</li> <li>✓ Attend Diocesan events for PT: fall commissioning, January Growth retreat, spring celebration</li> </ul>	<ul style="list-style-type: none"> <li>✓ Simple Monthly Update to the Pastor</li> <li>✓ 3 check-in phone calls with PT mentor/ Regional Coordinator per Faith Study</li> </ul>
Regional Coordinator <i>Develop leaders, Grow the PT movement one parish at a time</i>	1 year renewable	<ul style="list-style-type: none"> <li>✓ Support Parish Coordinators through regular check-in phone calls (3 per Faith Study)</li> <li>✓ Working in collaboration with Pastors and informed by the RCAV OE strategic plan, personally oversee the recruitment and on-boarding of new Parish Coordinators</li> <li>✓ Look for opportunities to interact with Deanery meetings, providing updates on what is happening and solicit engagement</li> <li>✓ Regular check-in phone calls with Executive Team (3 per study)</li> <li>✓ Accompany inexperienced Parish Coordinators during week 3 Discovery faith study visits</li> <li>✓ Attend and assist with Diocesan events for PT: fall commissioning, January Growth retreat, spring celebration</li> </ul>	<ul style="list-style-type: none"> <li>✓ 3 check-in phone calls with PT mentor/ Executive Team member per Faith Study</li> </ul>
Executive Team <i>Develop leaders, Create and Communicate a Vision for Strategic Expansion</i>	3 year renewable (proposed)	<ul style="list-style-type: none"> <li>✓ Collaborate with the Director of Project Timothy (Director of RCAV Office of Evangelization) and Regional Coordinators in the creation of the PT Vision, including the annual strategic plan for the sustainable, multiplication at the Archdiocese level, review progress quarterly</li> <li>✓ Support Regional Coordinators through regular check-in phone calls (3 per study)</li> <li>✓ Regular check-in phone calls with Director of OE (3 per study)</li> <li>✓ Plan, organize and execute Diocesan events for PT: fall commissioning, January Growth retreat, spring celebration</li> </ul>	<ul style="list-style-type: none"> <li>✓ 3 check-in phone calls with Director of OE per Faith Study</li> </ul>