

Holy Trinity Williamstown (HTW)

Mission Action Plan: 2018 – 2022

Mission Action Plan: 2017 – 2021

Introduction

This Mission Action Plan builds on and refocuses Holy Trinity Williamstown's Strategic Plan (2017-2021) as its **Mission Action Plan**. In developing this we have also prepared a related **Fundraising Plan** (to facilitate resourcing of our mission and ministry activities over the next triennium) and a **Communication Plan** (to identify channels and key messages for communicating with our 'Mission Focus Groups').

Our Vision and Strategic Plan are built around the idea of growth: growing our Christian relationship with God and each other, by:

- growing and deepening our faith
- growing our community
- growing our church environment.

In December 2017 the newly formed Parish Council met to undertake strategic planning early in the cycle of the church year. In doing so, Parish Council members related their strategic planning efforts to the Diocesan focus on developing mission shaped structures, and to refine the Parish's focus on mission activity – especially in the context of operating a newly-opened Parish Centre.

The Holy Trinity Parish Council members thought through the development of our Mission Action Plan by focussing on **where** to target our mission efforts, **who** to target and **what** to do. We thought about the '**whole mission**' of the parish church by considering the **four dimensions** of parish mission activity specified in the *Parish Governance Act 2013*:

- Pastoral
- Evangelistic
- Social
- Ecumenical.

In reviewing our progress with the Mission Action Plan 2017-2021, the Council was pleased to note that all of the key actions identified in that plan had been completed or were ongoing: home groups and guided spirituality sessions have been established and were continuing; pastoral care regions were operating effectively across the parish, and a successful transition of Pastoral Ministry leadership had been effected, with Janis Schmidt taking over leadership of this work from Anne Hodges; the Parish Roll had been refreshed, and a publicly available Parish Directory of contact details developed for the use of all Parishioners; the Parish Centre building project had been completed, and the Centre opened by the Archbishop in December; improvements have been made to HTW communications channels, with Judith White as new Communications officer; our Curates training program had worked effectively to prepare our Curates for Ordination, and Workplans for them had been agreed for their coming year as Priests in training; maintenance work on the church roof had been completed consistent with the church maintenance plan which provides a focus for doing priority maintenance works in a scheduled and affordable manner; and wedding and Christmas community engagement strategies had been enacted. We raised over \$10,000 through fundraising activities.

With the new Parish Centre available to the church community, Holy Trinity Williamstown is now at a stage where we can focus our efforts around mission and community outreach/in-reach. This Mission Action Plan provides the church with a living document (to be reviewed, revised and refreshed over the planning period) for this purpose. Together with the related Fundraising Plan and Communications Plan, it forms part of an integrated suite of framing documents with which HTW can guide, monitor, measure and report on its mission and ministry progress over the 2018-2022 period. These three Plans are provided here.

A: Where to target our Mission and Ministry activity

Parish Council agreed that the bounds of the parish should be understood as involving not only Williamstown (the locality) but also Hobsons Bay and Maribyrnong (our region). This dual focus on locality and region helps us to focus on the local community as well as the wider region (from Yarraville to Altona), in which our churchgoers are domicile.

B: Who to target in our Mission and Ministry activity

During our planning session we identified a number of 'Mission Focus Groups' – that is, the particular groups HTW already has a connection with or seeks to build relationships with in order to introduce them to Christian loving and living. We agreed that our efforts will be focused on:

- Young families with children
- Vulnerable people
 - Older people at risk of being socially isolated
 - Parents facing challenges in raising their children/teenagers
 - People experiencing economic and social disadvantage
- Men and Women
- Existing as well as irregularly attending churchgoers

C: 'Whole Mission' Action Plan

Key actions under the Mission Action Plan are set out under the **four dimensions** of the parish's '**whole mission**'.

The Parish Council believes these actions are expressions of God's spirit working through Holy Trinity Williamstown, and together with our church community we will continually commit all elements of this work to prayer.

<p>Pastoral</p> <ul style="list-style-type: none"> • Emergency Relief (ER) to be managed in a coordinated way from new Parish Centre (2018) in cooperation with ER leaders in HTW and other churches and with the new Parish Centre Committee. <ul style="list-style-type: none"> ○ Anglicare (Jeff Ryan) will be asked to do an audit of ER pre 2018/early 2018 ○ A document shredding policy will be agreed (to manage storage of information once on computers) • Run 'Messy Church'/'Mainly Music' in new Parish Centre (2018) – the new Curates will lead the development of this ministry as part of their Workplans – with help from Christine Croft and Dorothy Hughes. A Messy Church/Mainly Music session will be held <u>once each month</u>. • Provide isolated older people with home visits, home communion and pick up services so they are included in church events. Janice Schmidt is leading this work (with the Vicar) 	<p>Evangelistic</p> <ul style="list-style-type: none"> • Baptismal families: use their email addresses to send them copies of the Pilot - with an Unsubscribe option. (2018 forward) • Young families: engage them in Family Film Nights at Parish Centre • Conduct forum on family violence • Develop signage to advertise pram access to church and Parish Centre • Conduct a Children's Christmas Service (every Christmas) • Weddings ministry <ul style="list-style-type: none"> ○ Develop Weddings brochure explaining Diocesan policy on same sex marriage solemnisation at present ○ Offer Parish Centre afternoon tea/catering option as part of Weddings package • Ongoing spirituality focused activities: Men's Church Group – including a Retreat for Men in 2018; WAGS/Mary Magdalen sessions, Lenten Studies, occasional Bible studies • Offer morning tea facilities (in the Parish Centre) to families conducting funerals at the church (with catering partners Lickerish, Coco Late). • Contact sheet at back of church – advertise this each week
<p>Social</p> <ul style="list-style-type: none"> • Advise Hobsons Bay Council the Parish Centre is available as a community meetings venue • Offer Parish Centre as a neutral space to local schools for staff and other school-related meetings (2018 forward) • Link in with men's health and women's health programs and promotions in the region – including White Ribbon, Safe Steps (2018 forward) • Link in with the Nelson Place flats community via Emergency Relief program when run from new Parish Centre (starting 2018) • Conduct conversational forums at the Parish Centre on contemporary social issues – under the rubric of 'Conversations at the Centre'. The first of these will be on the topic of Assisted Dying. <ul style="list-style-type: none"> ○ Facilitator(s) will publicise events with a <u>pre-Conversation event flier</u> and a <u>post-Conversation event opinion piece</u> published in newspapers and on HTW website 	<p>Ecumenical/Interfaith</p> <ul style="list-style-type: none"> • Include other church communities in our guided spirituality activities: ask Baptists (Newport), Uniting Church and Catholic Church (Williamstown) • Collaborative leadership of Emergency Relief program at Parish Centre (2018 forward) • Continue to engage in Interfaith activities sponsored by Hobsons Bay City Council – including a hosted site visit to HTW in 2018

Fundraising Plan

Fundraising priorities aligned with our Mission Action Plan are aimed at helping HTW to raise at least **\$12,000 in 2018**, to assist with resourcing HTW's mission and ministry work. The Plan will be reviewed and revised by February 2018 by Portfolio Holders (Sandra Lewin and Chris Ringrose to do this – especially to review activities highlighted in yellow). Agreed new priorities are listed below.

Activity	Fundraising mechanism
Manage and promote the HTW Thanksgiving Sunday program (end August 2018) <ul style="list-style-type: none"> Ramp up in July with a letter to Parishioners and a sermon on gifts (spiritual gifts and monetary gifts) and a presentation on the budget (progress to date and projected needs to advance HTW's mission and ministry work) 	Open Plate offerings Direct debit weekly offerings
Film nights (At least six during 2018).	HTW nights – entry by donation
Little theatre event (April 2018)	Ticket sales
Christmas fare baking program (2018 – baking to be done nearer Christmas, preferably in November) In July, do ring around to agencies such as Anglicare and ask if they want us to supply them.	Sales of items
Parish dinners hosted by churchgoers for parishioners and their friends (2018) Wilma will lead this.	Sales of tickets
Christmas calendars – promoted by service announcements and via email publicity to parishioners and wider community members (2017)	Sales of calendars
Pizza Night (February/March)	Contributions by participants
Parish Centre Hirers to meet HTW business case requirements – or no hiring will take place	Agreed hiring policy
Targeted linked sponsorship with retailers with whom HTW has relationships: <ul style="list-style-type: none"> Compton & Green Dominoes (Pizza Night) Poppi and Pippa Coco Late 	Existing relationships with retailers
Hyde Street Band – youth focus (2017)	Ticket sales
Trivia Nights (1 events to be held in October 2018 in the Parish Centre).	Ticket sales
Markets and BBQs on HTW front lawns (Each month during 2017 – on weekends other than when local Farmers market is held)	Charge of \$100 per month per trader Sales of HTW fare (BBQ foods, soft drinks, jams and bakery)
Wine and Cheese afternoon - with live music performances – (Trinity trio to play and to organise this for June 2018)	
Link in with Royal Motor Yacht Club as a venue for a fundraising event – such as a Wine and Cheese event	Entry by ticket
Develop and distribute a glossy brochure on bequests and endowment funds. This will be used to explain how bequests provide resourcing for specific purpose projects, and bequests for ongoing property maintenance	Publicity to secure more bequest and endowment income
Interfaith food safari – Newport Lakes (Scott to liaise with Interfaith Leadership Group)	Food sharing contributions
Art expo and talk on 'Art and Spirituality' (date to be determined). Ask Bill to lead this.	Entry by donation Sales of jams, bakes, wines
Wedding expo	Entry by donation Bookings for weddings post expo
Arts Festival [Chris Ringrose and Scott Phillips can lead this]. Link in with Ada Cambridge group	Entry by donation (gold coin)
HTW arts performances (Trinity trio, Ukulele Dolls, Poetry Readings). Events will include a mechanism for capturing participants' contact details so they can be invited to future HTW events	Entry by donation

Communications Plan

Communications strategies aligned with HTW's Mission Action Plan are set out here as follows:

- Pilot and Pew Sheet will be produced, so that HTW parishioners and the wider community are aware of upcoming HTW events.
- A press release about the Children's Christmas Service should be sent to local newspapers, so that it is widely publicised as a traditional community event in Williamstown
- The Noticeboard inside the Church will be refreshed on a monthly basis, so that its information is current
- The external Noticeboard facing the pavement to be maintained as an attractive communication channel about HTW events, and to include reference to WTW website
- The church bells will rung prior to the weekly 10am service, so that the wider community is aware of the church as part of the community's cultural landscape
- Develop a 'mugshots' poster of Parish Councillors and Wardens, and display this in the Church.
- Ask the Parish Administrator to publicise each HTW event via multiple channels:
 - Local press
 - Hobsons Bay City Council website
 - HTW website
 - Emails
 - HTW Facebook account
- Update the new HTW website regularly, uploading materials that the Parish Council provides to the Parish Communications officer, including documents and digital photos of events. The Parish Secretary will back up the Communications Officer during absences.