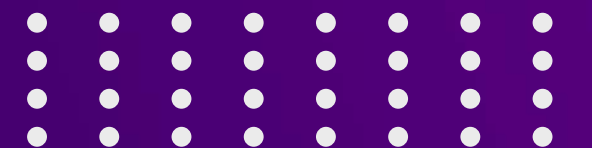
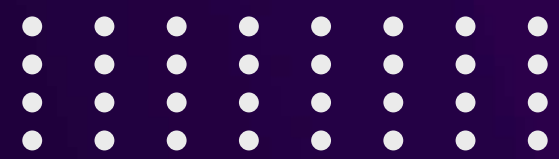


ANNUAL CONFERENCE
FOR

**FAITH FORMATION,
YOUTH & YOUNG ADULT MINISTERS**

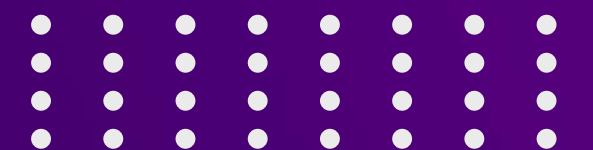
WELCOME!

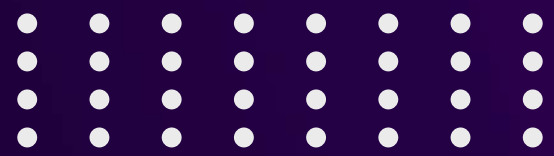




AGENDA

- 8:30 AM Continental breakfast
- 9:00 AM Welcome, opening prayer, and presentations
- 10:00 AM ParishStaq training
- 11:15 AM Mass
- 12:00 PM Lunch
- 1:00 PM Continuation of ParishStaq training
 - Form creation for class registration
 - Confirmation preparation process
 - Volunteer scheduling
- 3:00 PM Closing





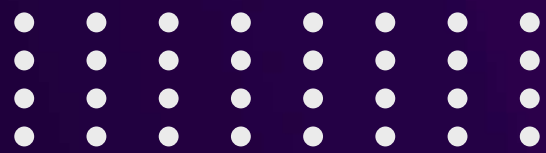
WELCOME!

CARLOS CARRILLO • FAITH FORMATION

KIMBERLY ABADIR • YOUTH MINISTRY SERVICES

TYLER TANGEN • YOUNG ADULT MINISTRY





OPENING PRAYER



Gracious God, we praise and thank you
for the Catholic Church in Western Washington.

We praise and thank you
for the women and men
who have shared the joy of the Gospel here
for more than 170 years.

Send your Holy Spirit upon us
that we might encounter your Son anew
and become more effective partners
in sharing the Good News of his saving love.

May our partnership in the Gospel
empower us to be your missionary
disciples,
bringing the Good News to all,
especially to those who are marginalized
or hurting in any way.

Give us the courage,
the flexibility and the vision
to renew parish life,
so that the good work,
begun long ago,
may continue among us,
and one day, be brought to completion
in your Kingdom,
where you live and reign
for ever and ever.

Amen.



PARTNERS IN THE GOSPEL

**TOM MARTIN
CHIEF INFORMATION
AND STRATEGY OFFICER**

Archdiocese of Seattle

MISSION

Jesus said to his disciples, "All authority in heaven and on earth has been given to me. Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to obey everything that I have commanded you. And remember, I am with you always, to the end of the age." MATTHEW 28:18-20

VISION

ENCOUNTER

Encounter Jesus Christ and one another.

ACCOMPANY

Accompany each other, as one human family, on the journey of discipleship.

LIVE THE GOSPEL

Live the unconditional love and joy of the Gospel.



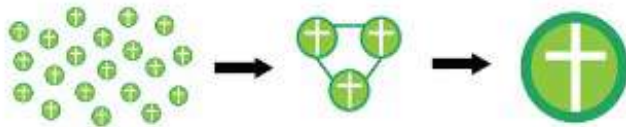
Current Reality

- Pastoral resources are declining, and current structure of parishes and pastors is not sustainable.
- Parishes are “living beyond their means,” while struggling to support staff, ministries and outreach.
- These factors affect the faith experience of parishioners.
- A significant restructuring as well as re-envisioning appear to be required.

Archdiocese of Seattle

RE-ENVISIONING PARISH LIFE

Strategic Planning



Governance & Leadership

Administration, Infrastructure,
& Finance



Pastoral Planning

Worship & Prayer

Community

Discipleship

Mission & Evangelization



The journey to vibrancy

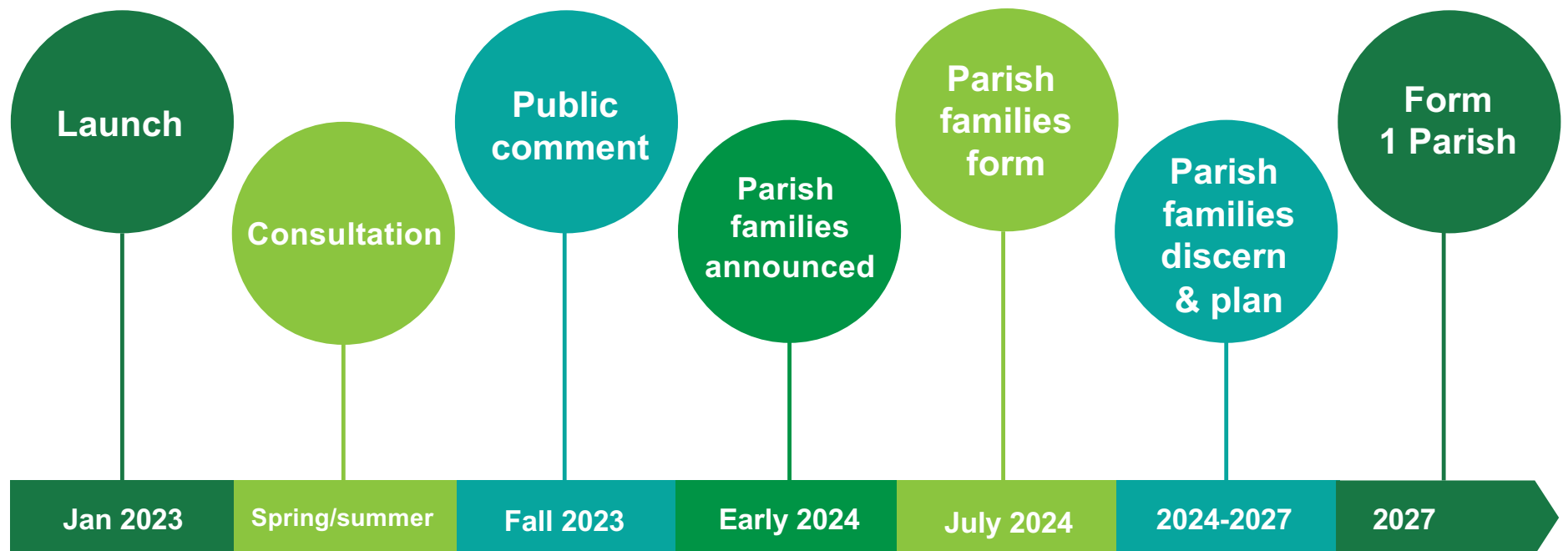


Partners working together

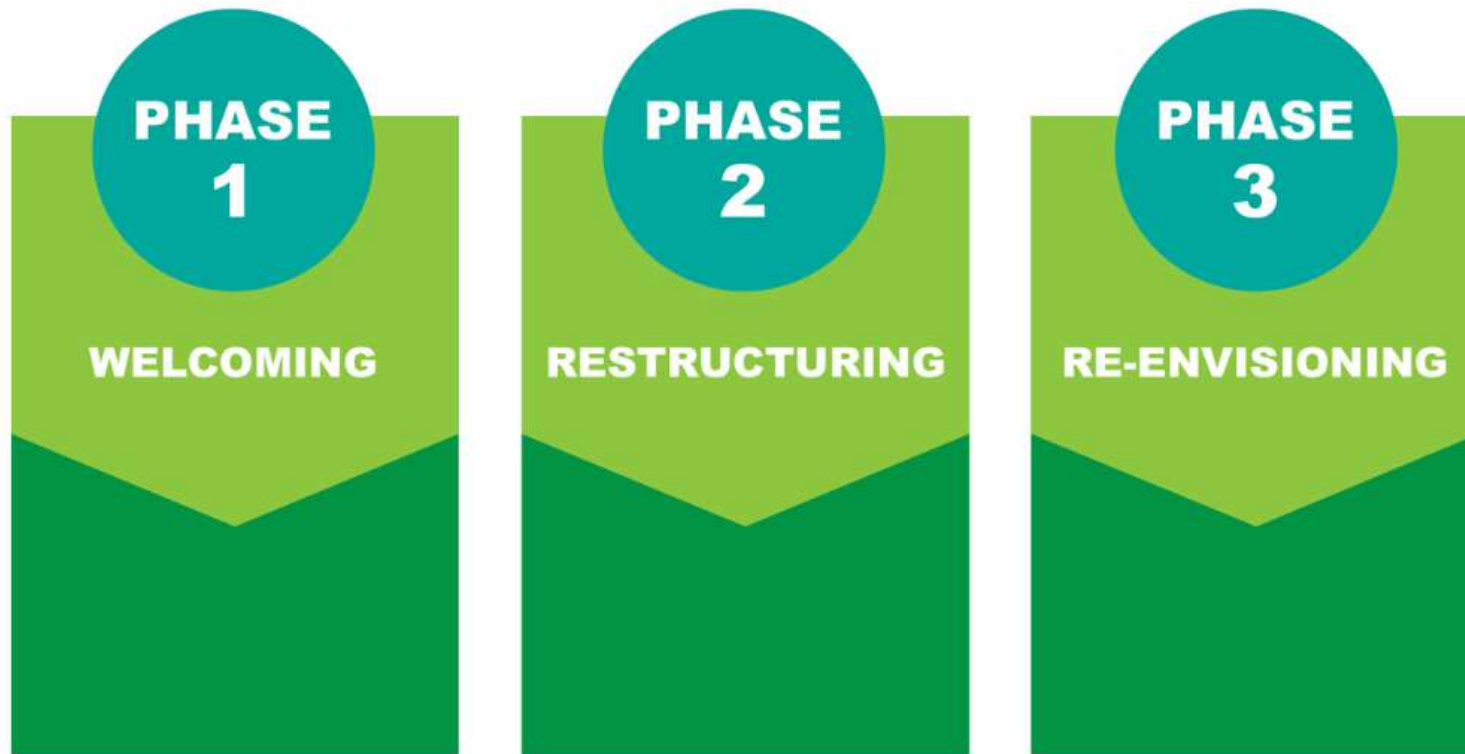
- All grounded in discernment
- Consultative process so everyone has a voice
- Parish families will form based on input and prayer
- Archdiocese assigns pastor and parochial vicar(s) and provides guidebook for planning and ongoing support
- Opportunity for great creativity!



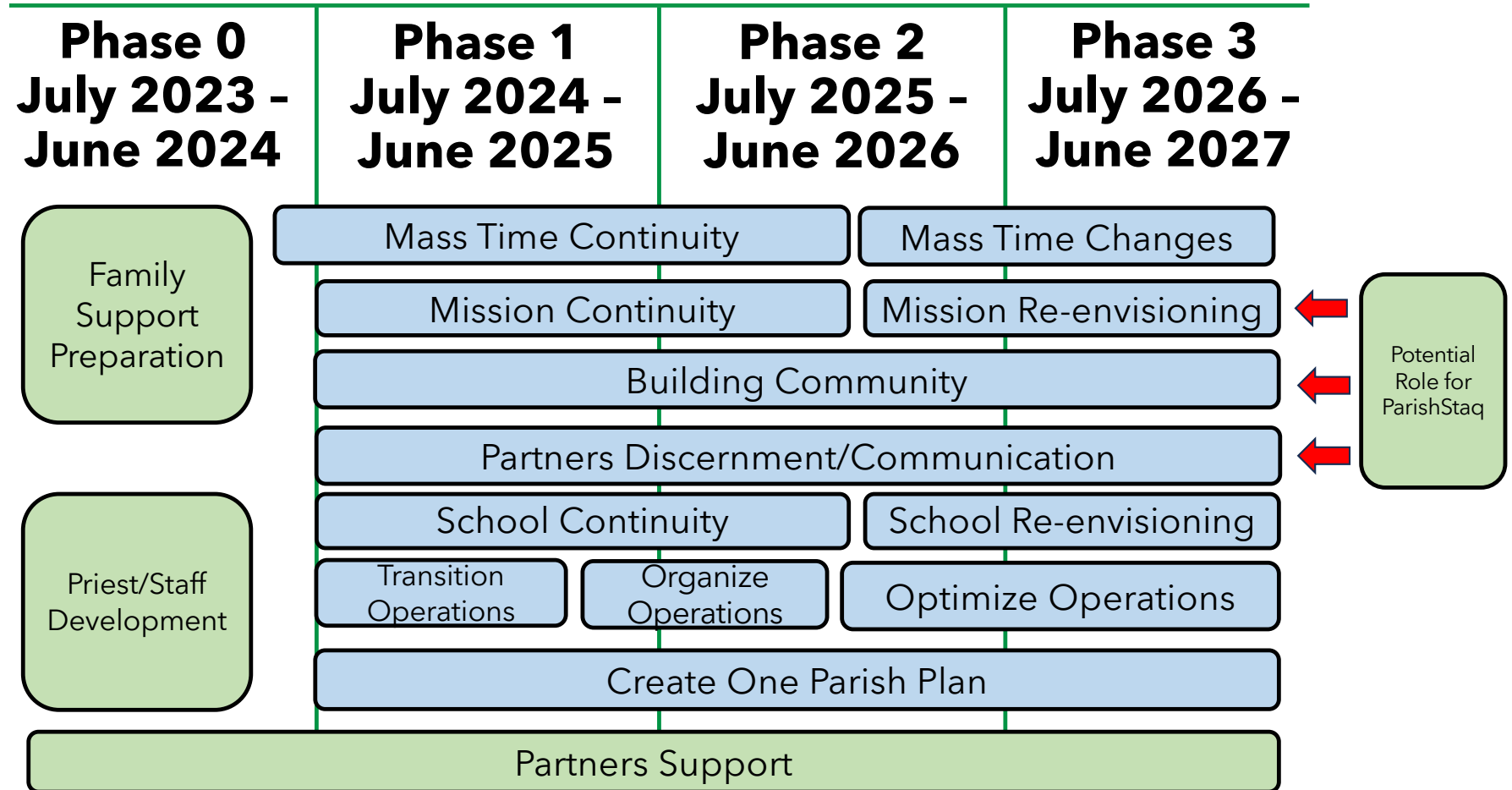
Timeline



Phased approach



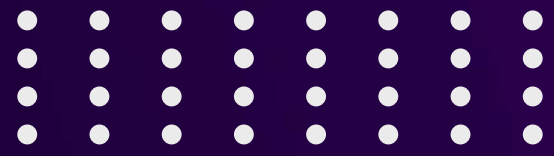
Timeline of Parish Family Activities



How can ParishStaq help with the Partners in the Gospel roll out?

- Keep people connected to their current groups
- Easy creation of events and new groups
- Keeps communication channels open
- App can be definitive source of information
- Measure impact on participation and engagement
- Facilitate combining data once a family becomes one canonical parish
- Simplify reporting across the Archdiocese
- Opportunity for great creativity!





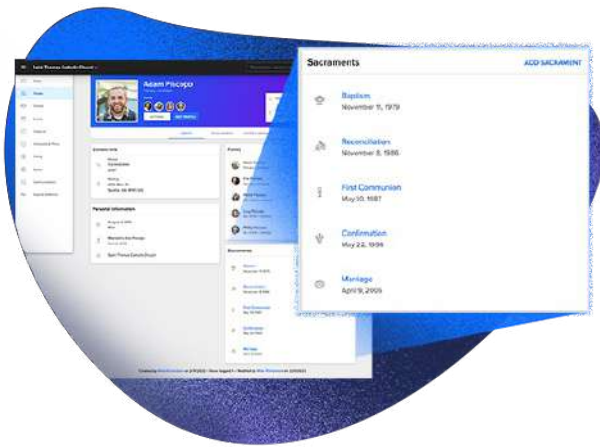
ParishStaq™



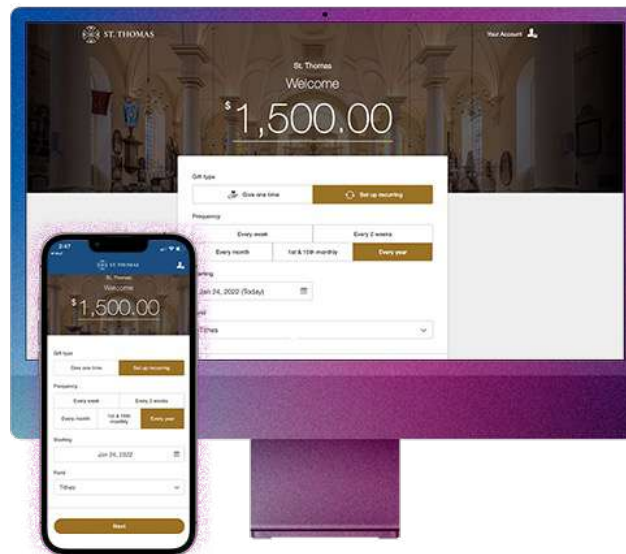
BRYAN GUMMERSALL
PROJECT MANAGER



SUITE OF E-TOOLS



ChMS
Church Management System



Giving
Portal

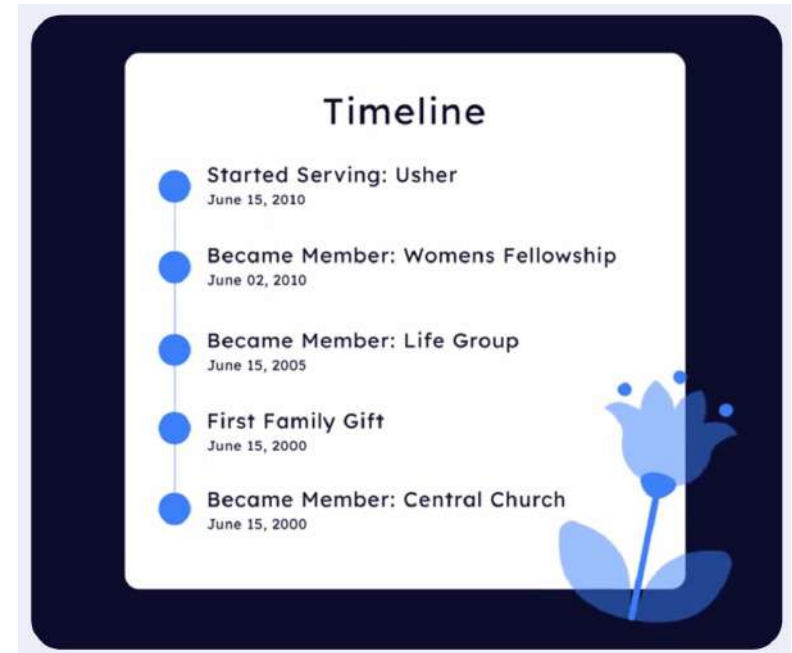


2 Apps
Lead & Parishioner

Anticipated Benefits

Increased Engagement

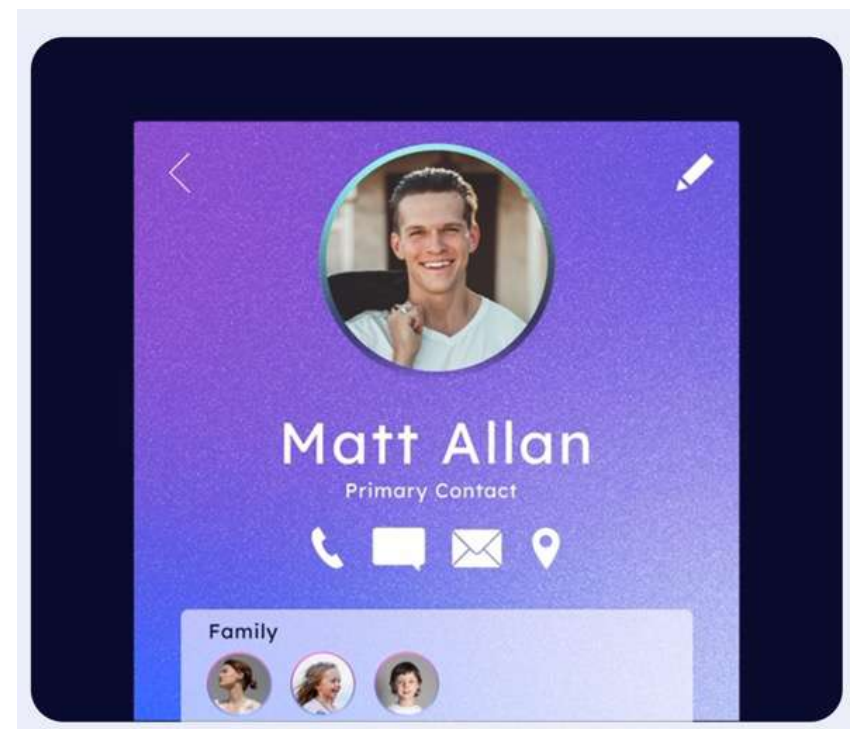
- Communication tools, including customized email templates, texting, recipient lists, group membership
- Parishioners can find events and groups from your website or App and sign up or express interest in being involved
- Parish staff have parishioner profiles at their fingertips, either at their desk or 'on the go' with the LEAD app
- Measure the effectiveness and engagement of your ministries and programs



Anticipated Benefits

Parishioners Have Access to Their Own Data

- Parishioners have access to their profiles and can update their demographic information when changes take place
- Parishioners can review their giving statements via parishioner web-based profile or via your custom app
- Parishioners can sign up for classes, events, groups, serving opportunities via web-based profile or via your custom app
- Changes made by Parishioners can trigger workflows for staff to follow up on.



Implementation Timeline

Approach: <i>Archdiocese Command & Control w/Pilot Parishes</i>	Months 1-3 (Jul - Sep 2022)	Months 4-6 (Oct - Dec 2022)	Months 7-9 (Jan - Mar 2023)	Months 10-12 (Apr - Jun 2023)	Months 13-15 (Jul - Sep 2023)	Months 16-18 (Oct - Dec 2023)	Months 19-21 (Jan - Mar 2024)
Archdiocese + Pilot Parishes (2)	Initial Data Migration + Key Decisions	Software Impl, Training + Deployment	Wrap Up + Final Data Phase	Co-delivering trainings w/Pilot Parishes' SMEs + Retrospective for future Waves			
Waves 2 & 3 18 Sites		Orientation + Initial Data Migration	Software Impl, Training + Deployment	Wrap Up + Final Data Phase			
Waves 4 & 5 26 Sites			Orientation + Initial Data Migration	Software Impl, Training + Deployment	Wrap Up + Final Data Phase		
Waves 6 & 7 45 Sites				Orientation + Initial Data Migration	Software Impl, Training + Deployment	Wrap Up + Final Data Phase	
Waves 8 & 9 33 Sites				Staggered Start	Orientation + Initial Data Migration	Software Impl, Training + Deployment	Wrap Up + Final Data Phase
Waves 10 & 11 36 Sites					Orientation + Initial Data Migration	Software Impl, Training + Deployment	Wrap Up + Final Data Phase

→
We are here

↑ Inserting wave 7.5

91 parishes in active implementation. 285,000 Member Profiles Loaded

Many Thanks To Our Pilot Participants




Holy Family Parish & School (Kirkland)


- Migrating from OSV to Pushpay Giving - Started the transition mid-November. 98% complete
- Fully transitioned from all PDS Programs as of June 1 – Church Office, Formation Office, Facility Scheduler
- 81 Active Groups Setup and Populated
- 10 Unique LEAD App Users. 162 unique sessions in the last 30 days
- 34 Total Forms/19 Active in use (Examples: Confirmation Sponsor Information Form, Interest in VBS, Spring Retreat, RCIA Inquiry, New Parishioner Registration, Mass Intentions)
- 11 Process Queues are active (Examples: Confirmation Prep, New Parishioner Registration Follow-up, Marriage, Mass Intentions)



Sacred Heart (Battleground)/St. Joseph the Worker (Yacolt)

- Fully transitioned from PDS Church Office as of mid-February
- Migrating online giving to PushPay in 2023
- 59 Active Groups Setup and Populated
- 11 Unique LEAD App Users. 252 unique sessions in the last 30 days
- 6 forms in use (Examples: Baptism Intake, Parish Registration)
- 10 Process Queues are active (Examples: Infant Baptism, New Parishioner, OCIA)
- Ministry Scheduling active for:
 - ❖ Altar Servers, Counters, Extraordinary Ministers of Holy Communion, Lectors, Musicians, and Sacristans



A Sample ParishStaq Profile








Sara Anhäuser
Spouse • Registered
Family

ACTIONS EDIT PROFILE


 sara.anhauser@ccbchurch.com
 206 Lenox Dr
Peachtree City, GA 30269, US





ABOUT INVOLVEMENT NOTES & MESSAGES

Contact Info
 Email
sara.anhauser@ccbchurch.com
 Mailing
206 Lenox Dr
Peachtree City, GA 30269, US

Personal Information
 April 15, 1985
 Married to Ryan Anhäuser
 * St James Cathedral
First Service

Sacraments ADD SACRAMENT
 **Baptism**
September 14, 1985
 **Confirmation** Received Here
September 5, 2022





Family ADD FAMILY MEMBER
 **Ryan Anhäuser**
Primary • Registered
 **Sara Anhäuser**
Spouse • Registered
 **Bek Anhäuser**
14y • Child
 **Ella Anhäuser**
12y • Other

Demographics EDIT

ABOUT INVOLVEMENT NOTES & MESSAGES

☒ Serving ☒ Attendance ☒ Groups ☒ Financial ☒ Processes ☒ Forms

Serving
 Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun
Include Family
Positions Currently Filling 1
Categories Organized 0

Attendance
 Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun
Include Family
Member

Groups
4
3
2
1
0
Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun
Member
VIEW MORE

Financial

Jun 1st, 2023
Giving Statement Run
by Andrew Fuller
* St James Cathedral

Apr 25th, 2023
The Build Gathering Registration
89287121 - unpaid
* St James Cathedral

New Parishioner Registration Follow-up
New Parishioner - Volunteer Interest Info Sent - In Process
* St James Cathedral


New Parishioner Registration Follow-up
Adults Sacraments Info Sent - Not Started
* St James Cathedral


Welcome Committee
Set as member by Mike Richardson
* St James Cathedral



Women's Ministry
Set as member by Mike Richardson
* St James Cathedral

Apr 24th, 2023

A Sample ParishStaq Profile - Sacraments





Sara Anhäuser
Spouse • Registered
Family

ACTIONS EDIT PROFILE




 sara.anhauser@ccbchurch.com
 206 Lenox Dr
Peachtree City, GA 30269, US

ABOUTINVOLVEMENTNOTES & MESSAGES



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 April 15, 1985
 Married to Ryan Anhäuser
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First Service

Sacraments ADD SACRAMENT

 Baptism
September 14, 1985
 Confirmation
September 5, 2022 Received Host



Family ADD FAMILY MEMBER

 Ryan Anhäuser
Primary • Registered
 Sara Anhäuser
Spouse • Registered
 Bek Anhäuser
14y • Child
 Ella Anhäuser
12y • Other

Demographics EDIT

Baptism Details

Completion Date
September 14, 1985

Parish
St Mary

221 N Lloyd St
Lake City, IA 51449

Place of Birth
Lake City, IA

Diocese
Diocese of Sioux City

Celebrant
Fr Greg Johnson

Given Name
Sara Smith

Father's Name
Michael George Moeller

Mother's Full Maiden Name
Jane Louise Christiansen

Godparent 1
Susannah Gonzalez

Witness 1
John Johansen

Register
Vol. V, p. 57, n. 29


Birthday
April 15, 1985

CLOSE


EDIT


A Sample ParishStaq Profile – Sacraments “In Preparation”


Contact Info

 Mailing
206 Lenox Dr
Peachtree City, GA 30269, US


Personal Information


 October 15, 2010
12 years old

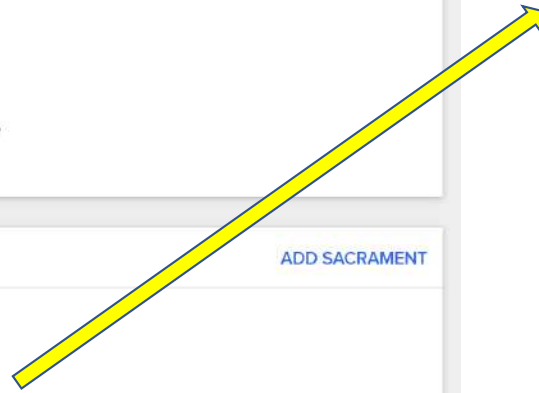
 * St James Cathedral
First Service


 Chief Umtuch Middle
6th Grade

Sacraments [ADD SACRAMENT](#)

 **Baptism**
November 7, 2010

 **Confirmation** In Preparation
Planned: July 9, 2023



Confirmation Details 

In Preparation

Planned Completion Date
July 9, 2023

Sponsor
Jane Moeller

Confirmation Saint Name
Mary

CLOSE

EDIT

Examples of Faith Formation/Youth Ministry Groups



1st Grade RE 2023

Campus: Holy Redeemer Parish (Vancouver)
Type: Class
Department: Faith Formation & Sacramental Preparation



Catechesis of the Good Shepherd Level 1 - 041

Campus: Sacred Heart (Battle Ground)
Type: Class
Department: Faith Formation & Sacramental Preparation



Baptism

Campus: Our Lady of the Lake (Seattle)
Type: Class
Department: Faith Formation & Sacramental Preparation



The youth group going on the Agape service project

Campus: Church of the Assumption (Bellingham)
Type:



Children's Faith Formation - Grades 4 and 5

Campus: Sacred Heart (Battle Ground)
Type: Class
Department: Faith Formation & Sacramental Preparation



Children's Liturgy of the Word

Campus: Our Lady of the Lake (Seattle)
Type: Activity
Department: Faith Formation & Sacramental Preparation



Bible Study Morning

Campus: Holy Family (Kirkland)
Type: Class
Department: Faith Formation & Sacramental Preparation



Forming Intentional Disciples 2023

Campus: Holy Redeemer Parish (Vancouver)
Type: Class
Department: Faith Formation & Sacramental Preparation



Baptism Prep

Campus: Holy Family (Kirkland)
Type: Leadership
Department: Faith Formation & Sacramental Preparation



STFoA Vacation Bible School

Campus: St. Francis of Assisi (Burien)
Type: Activity
Department: Faith Formation & Sacramental Preparation

Public Groups Finder – Unique Web Links Can Be Created

Some Examples (Go Live)

- [Liturgy and Music Groups at Holy Redeemer in Vancouver](#)
- [Outreach and Social Justice Groups at Holy Family in Kirkland](#)
- [Faith Formation and Sacramental Preparation at Our Lady of the Lake in Seattle](#)
- [Outreach and Social Justice Groups Across the Entire Archdiocese](#)

Examples of Faith Formation/Youth Ministry Events

ANNUAL CONFERENCE
FOR
**FAITH FORMATION AND
YOUTH MINISTERS**

Learn how to use ParishStaq for ministry programs and events

JUNE 8, 2023
ARCHBISHOP BRUNETT RETREAT CENTER

Thu, Jun 8, 2023 8:30a - 3:30p

Faith Formation and Youth Minister Conference
2023

Faith Formation and Youth Minister Conference 2023

Learn how to use ParishStaq for faith formation and ministry programs and events.

Registration is required. [Click here to register.](#)

Event organizer: [Joseph Terlicio](#)

Email

THE WARNING

LENTEEN SMALL FAITH
SHARING GROUPS

Mon, Apr 3, 2023 100p - 3:30p


Upcoming Occurrences

"The Warning" SFSG

[Bill Moran Book Study](#)

This year, our Lenten small faith sharing groups will be reading THE WARNING: CONCOISE REVISED EDITION by Christine Weikels.

Lenten Small faith sharing groups will meet in person 5 times, once per week, starting on February 27th (the week after Ash Wednesday) and ending on April 1st (the week before Holy Week). Multiple times slot are available.




Sun, Oct 23, 2022 6:00p - 7:30p

Upcoming Occurrences

Edge Night

[Core Team](#)

Meet in the Foyer for snacks - and then head with us to the gym for games before we end in the school cafeteria with a talk and small groups!



Fri, Jun 16, 2023 9:45a - 11:00a

Upcoming Occurrences

Drop-In Bible Study

[Drop-In Bible Study](#)

Whether you've been part of a study group already or this is your first time... you are WELCOME! Come join us on Fridays after the 9 AM Mass to reflect on the Scriptures. Sessions last about an hour. NO RSVP REQUIRED.



CATECHETICAL
CERTIFICATION
PROGRAM

A FOUNDATIONAL, SEQUENTIAL, AND PASTORAL PROGRAM FOR PARISH STAFF, VOLUNTEERS, ADULT LEADERS, AND PARENTS OF HOMESCHOOLERS

Tue, Jan 3, 2023 6:00p - 9:00p

Catechetical Certification Program Class #1

[Catechetical Certification Program](#)

Catechetical Certification Program for Archdiocese of Seattle. Pre-registration required. Classes meet in person at Sacred Heart, Battle Ground.



Public Event Finder – Unique Web Links Can Be Created

Some Examples (Go Live)

- [All Upcoming Public Events at Holy Redeemer in Vancouver](#)
- [All Upcoming Public Events at Sacred Heart in Battleground](#)
- [All Public Events with “Prayer” in Their Group Name Across the Entire Archdiocese](#)

Action Steps

If you are in active migration:

- Continue taking advantage of weekly cohort coaching meetings
- Continue to leverage your 1:1 weekly coaching appointments
- Encourage involvement with all departments. This toolset is no longer “internal” data management. Turn the focus outward towards engagement
- Involve trusted volunteers in your parish community
- Reach out to the Archdiocesan Implementation team for assistance and questions @ parishstaq.support@seattlearch.org

If your wave has not begun active migration:

- Check with your PAA and/or Pastor about being involved on the Core team
- Consider your existing class structure and groups. How will you implement these in ParishStaq. Do you have good lists that the migration team can help migrate for you?

Ongoing Implementation:

- Continue taking advantage of training opportunities like today
- Continue to join the Implementation Team for monthly support meetings on the 2nd Wednesday of the Month

ARCHDIOCESE OF SEATTLE

PARISHIONER
ENGAGEMENT

IMPLEMENTATION TEAM



Jennifer Wong



Joseph Tancioco



Ruth Reiser



Ed Clark



Crystal Casas



Suzanne Clark



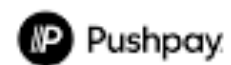
Bryan Gummersall



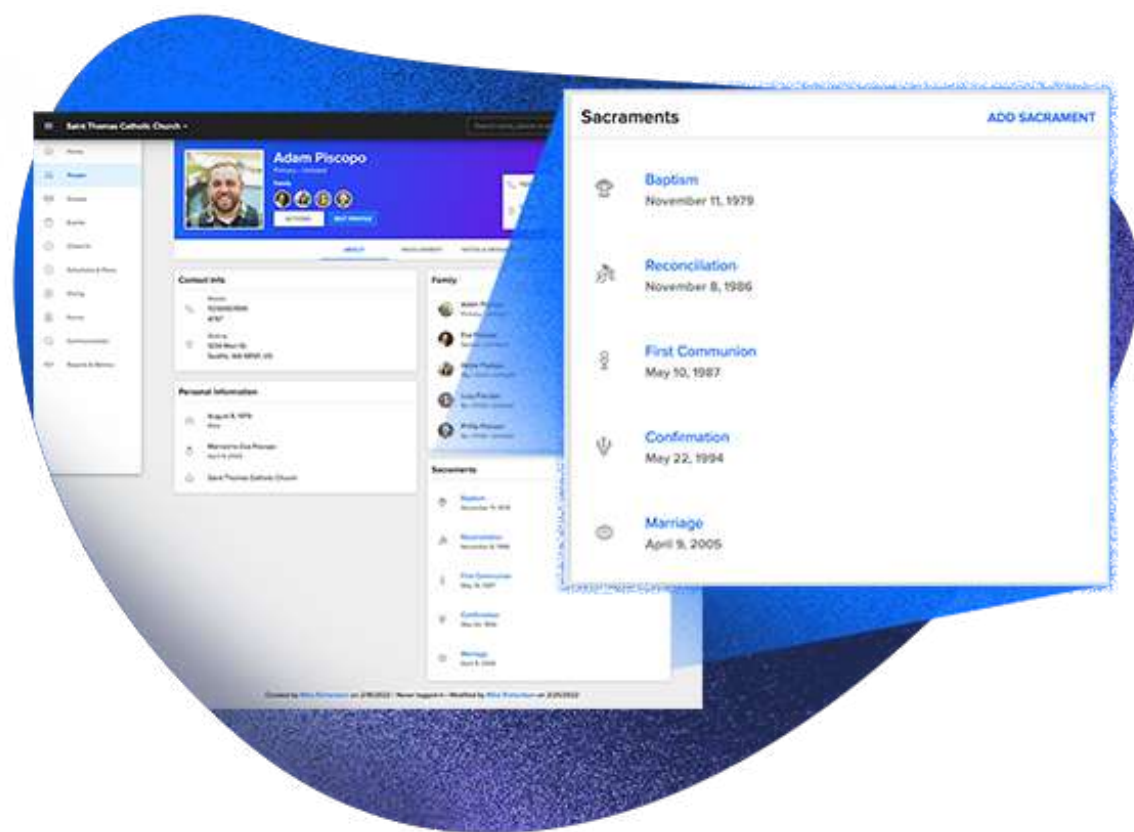
Tom Martin

LEARNING & IMPLEMENTATION WEBSITE

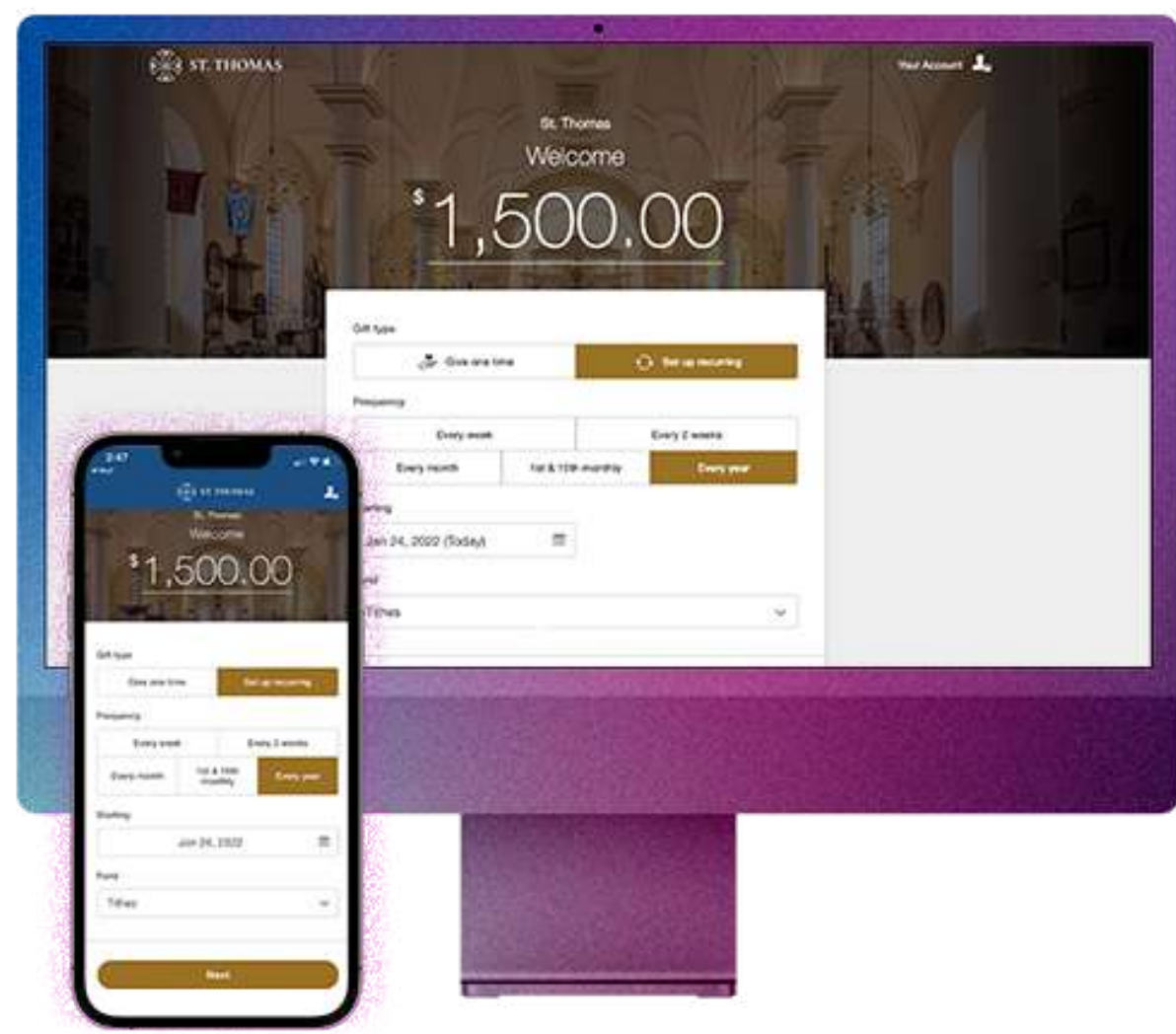




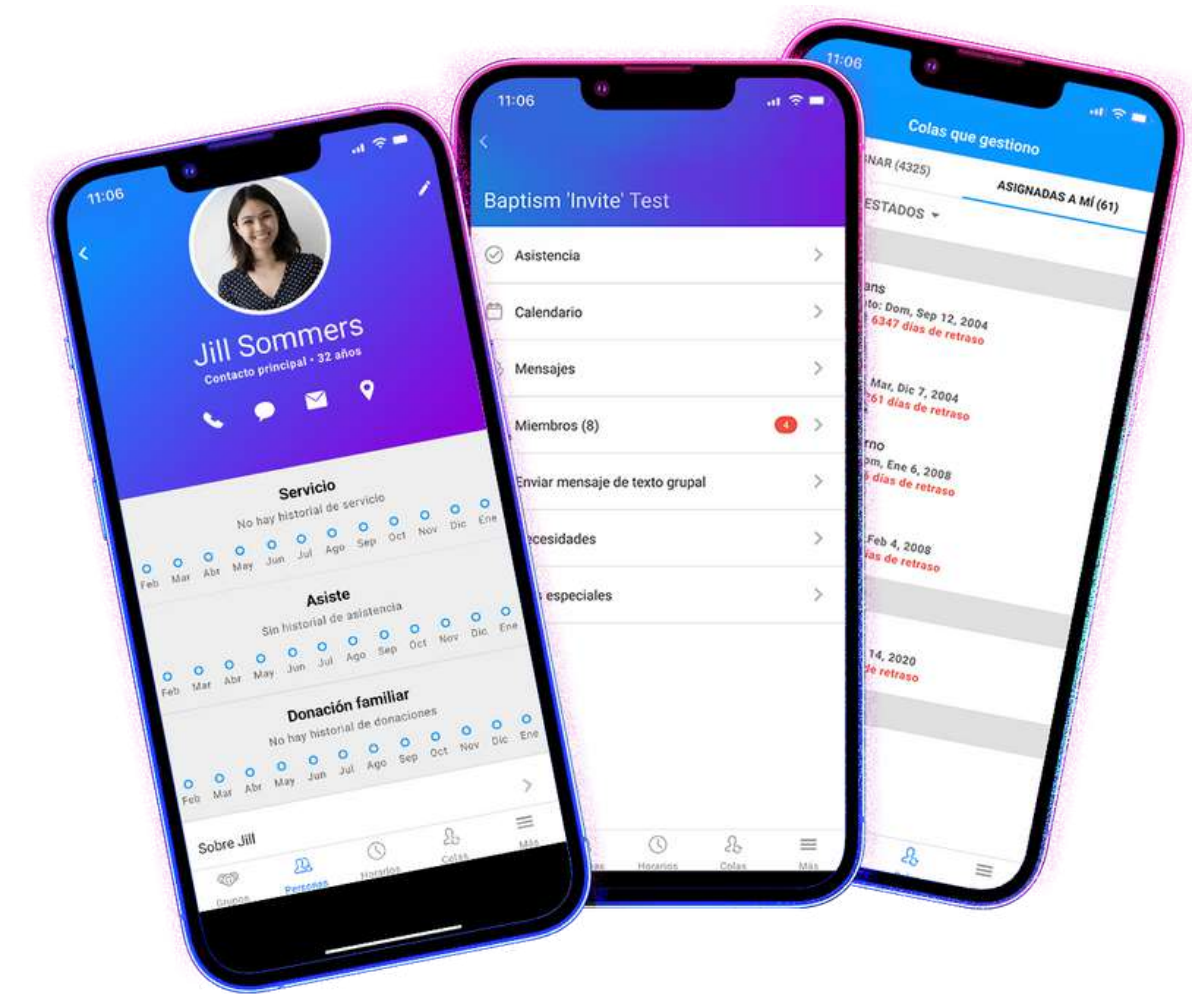
SUITE OF E-TOOLS



ChMS
Church Management System



Giving
Portal



2 Apps
Lead & Parishioner

LET'S GO TO THE SANDBOX
archseattle-sandbox.ccbchurch.com



Username = andrewfuller

Password = andrewfuller1



Home



People



Groups



Events



Check-In



Schedules & Plans



Giving



Forms



Communication



Reports & Metrics



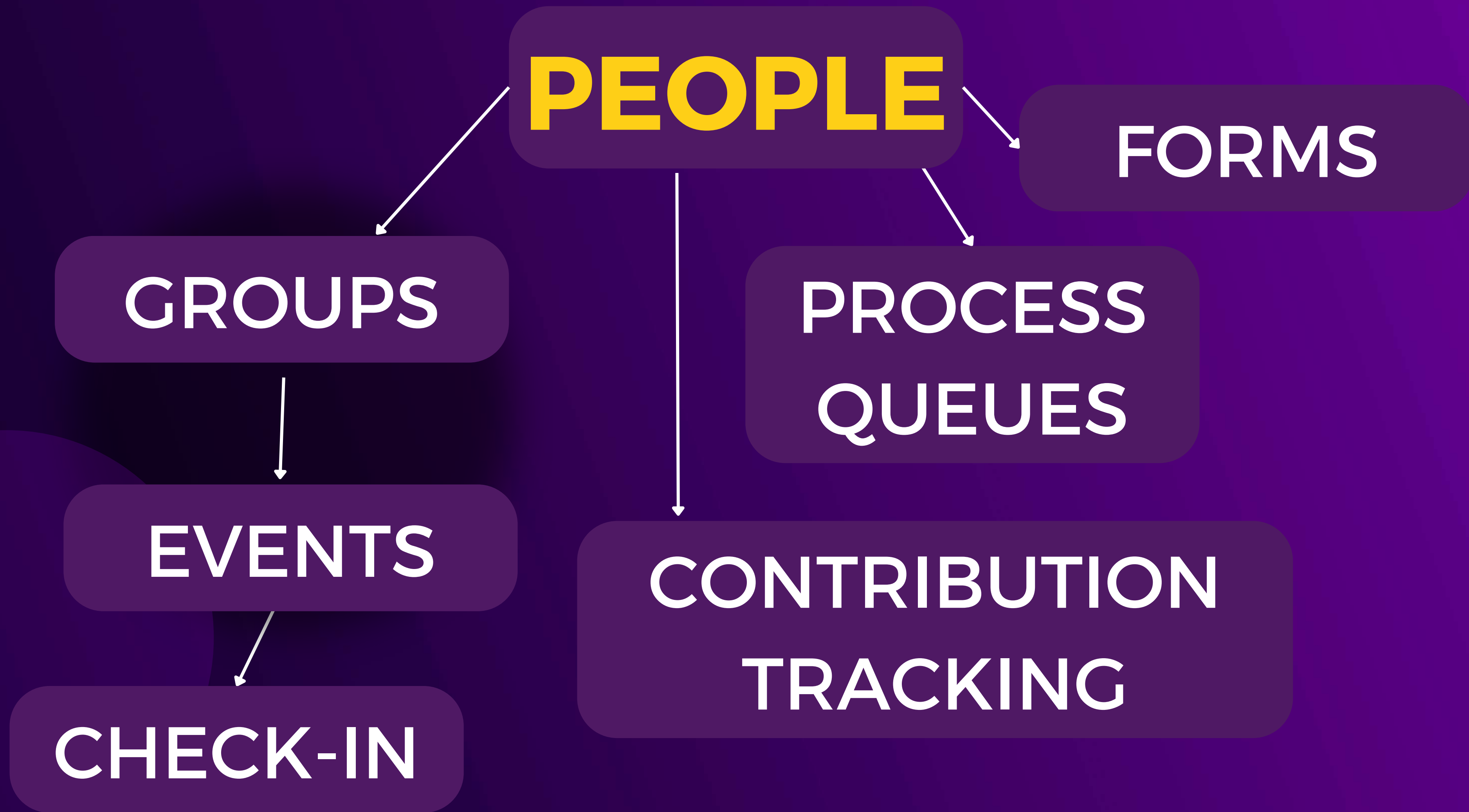
Settings



HOME MENU



PEOPLE





GROUPS

GROUPS

```
graph TD; GROUPS --> EVENTS; GROUPS --> FILES; GROUPS --> NEEDS; GROUPS --> FORMS; GROUPS --> MESSAGING; EVENTS --> ATTENDANCE; EVENTS --> CHECK-IN; ATTENDANCE --> CHECK-IN; FORMS --> MESSAGING;
```

FILES

EVENTS

NEEDS

ATTENDANCE

FORMS

CHECK-IN

MESSAGING

GeneralWhen & WhereOptionsAdmin

Name your group

Other

Department

Choose...

Inactive

Choose...

Group Participant Limit

Months Old Range

Group Makeup
(including children)

Cross Reference Saved Search

Approval Group

Group Leader Privileges

Group Settings

☒

Participants

☒

Contact Details

☐

Logins

☒

Family Reports

☒

Campus-wide Events

☐

Event Resources

☒

Files

☒

Allo

Auto generate usernames and activation links for group participants

Access group members' family information in this group's reports

Publish this group's events to the campus-wide event calendar

Request Rooms & Resources for this group's events

Upload files to this group

Attendance

About Attendance Groupings

Attendance is recorded and reported by 'attendance groupings'. The attendance groupings allow you to take attendance across multiple groups and then view the results for example, all 'Sunday School' groups or all 'Adult Care' groups.

GROUPS

NAMING

CONVENTIONS



Group Naming Strategies

Public Groups

Choose a name that outsiders will understand



"The Chosen" Watch Party and Discussion

15 Members

Currently meets Monday mornings. As a group we watch episodes of the show "The Chosen" and discuss the...

DEPARTMENT

Adult

MEETING DAY

Monday

AREA OF TOWN

At the Church

GROUP LEADER

Mary Oswald

GROUP TYPE

Discussion Group

MEETING TIME

Morning

CHILDCARE

No

JOIN GROUP



Acolyte

11 Members

Assist presider at liturgy, some pre-liturgy tasks, one or two times a month.

DEPARTMENT

Prayer and Worship

MEETING DAY

Not Specified

AREA OF TOWN

At the Church

GROUP LEADER

Andy Kukec

GROUP TYPE

Serving Team

MEETING TIME

Sat/Sun Masses

CHILDCARE

No

JOIN GROUP



EVENTS

EVENTS

```
graph TD; EVENTS --> ATTENDANCE; EVENTS --> CALENDAR; EVENTS --> ROOMS_RESOURCES[ROOMS & RESOURCES]; ATTENDANCE --> CHECK_IN[CHECK-IN];
```

The diagram is a hierarchical tree structure. At the top is a dark purple rounded rectangle containing the word 'EVENTS' in bold yellow capital letters. Three white arrows point downwards from this box to three other dark purple rounded rectangles: 'ATTENDANCE' on the left, 'CALENDAR' on the right, and 'ROOMS & RESOURCES' at the bottom center. From the 'ATTENDANCE' box, a fourth white arrow points down to a fifth dark purple rounded rectangle labeled 'CHECK-IN'.

ATTENDANCE

CALENDAR

CHECK-IN

**ROOMS &
RESOURCES**

CHECK-IN & ATTENDANCE

SCHEDULES & PLANS



FORMS

Christifideles Cohort Application 2023

Your Parish or Faith Community*

Type your answer

0 / 60

City of Parish or Faith Community*

Type your answer

0 / 60

Are you a citizen of the United States?*

- ☐ US citizen
- ☐ Resident Alien
- ☐ International
- ☐ Other

If you marked "International" above, describe the type of visa and country of citizenship.

CANCEL

SUBMIT

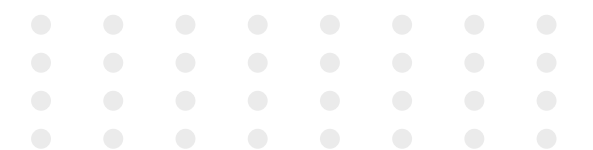
**WHAT FORM
WOULD YOU
CREATE
RIGHT NOW?**

ACTIVITY

1. Remember the naming convention rule!
2. First, use the group we created then build a registration form.
3. Create an automation so all registrants get added to the group and event.
4. Add fields for dietary restrictions and t-shirt size.
5. Publish the form and locate the share link.

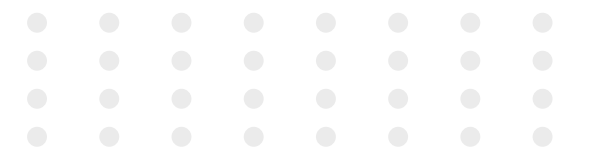
BONUS: Create an acknowledgement message/email.

FORMS



FORMS

KNOWLEDGE CHECK



PROCESS QUEUES

Fully Registered for Confirmation

0 Unassigned 38 Done

Baptism Received at Holy Family Kirland

0 Unassigned 12 Done

Baptism Received at a different Catholic Parish

2 Unassigned 2 Not Started 22 Done

Baptism Received at a Non-Catholic Church

0 Unassigned

First Communion - Date Verified Requirement Met

9 Unassigned 9 Not Started 25 Done

Medical/Media Release Form Signed

0 Unassigned 34 Done

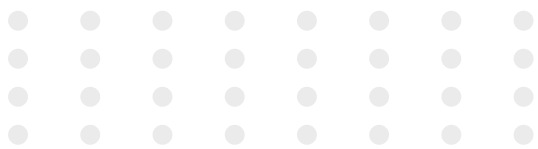
Sponsor's Sacramental Records - Verified

7 Unassigned 7 Not Started 27 Done

Confirmation Saint Name Chosen

8 Unassigned 8 Not Started 28 Done

PROCESS QUEUES



BENEFITS OF PROCESS QUEUES

ACTIVITY

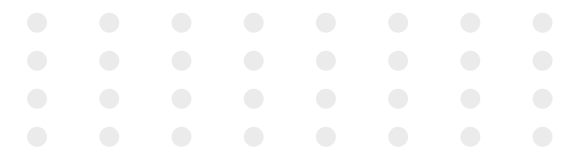
1. Create a process queue.
2. Add some people to the queue.
3. Assign a task to someone.
4. Move someone through the process.

BONUS: Set up an automatic email response in one of the steps.

PROCESS QUEUES

PROCESS QUEUES

KNOWLEDGE CHECK

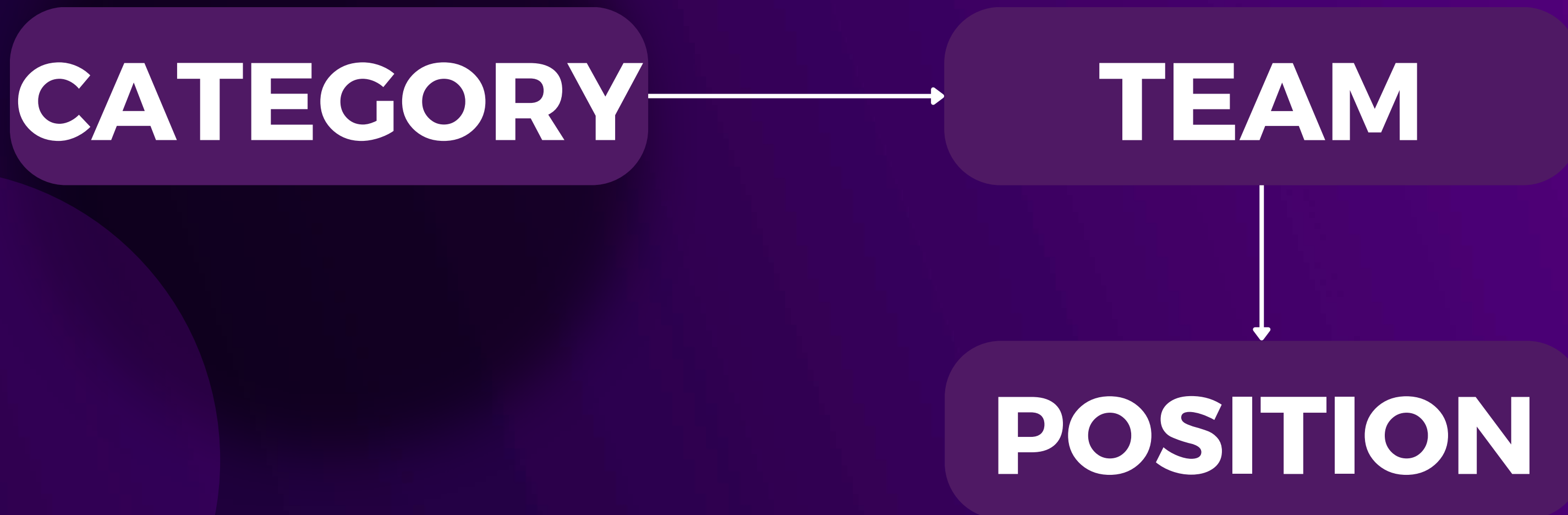


VOLUNTEER SCHEDULING

WHAT MAKES PARISHSTAQ A GOOD SCHEDULING PRODUCT?

- IT'S INTEGRATED WITH THE WHOLE PARISHSTAQ SYSTEM: FORMS, GIVING, PROCESSES, GROUPS, ChMS**
- MULTILINGUAL FOR YOUR PARISHIONERS**
- RELATIVELY EASY TO USE**

VOLUNTEER SCHEDULING



Vacation Bible School 2023

[illegible]



Mon, Jun 26 - Mon, Jun 26, 2023			Tue, Jun 27 - Tue, Jun 27, 2023			Wed, Jun 28 - Wed, Jun 28, 2023			Thu, Jun 29 - Thu, Jun 29, 2023			Fri, Jun 30 - Fri, Jun 30, 2023		
Mon, Jun 26 8:30a-12:30p			Tue, Jun 27 8:30a-12:30p			Wed, Jun 28 8:30a-12:30p			Thu, Jun 29 8:30a-12:30p			Fri, Jun 30 8:30a-12:30p		
Service Plan ^														
<div>+🎵</div> <div>+🕒</div> <div>+≡</div>			<div>+🎵</div> <div>+🕒</div> <div>+≡</div>			<div>+🎵</div> <div>+🕒</div> <div>+≡</div>			<div>+🎵</div> <div>+🕒</div> <div>+≡</div>			<div>+🎵</div> <div>+🕒</div> <div>+≡</div>		
Daily Schedule • (No subtitle)			Daily Schedule • (No subtitle)			Daily Schedule • (No subtitle)			Daily Schedule • (No subtitle)			(No title) • (No subtitle)		
Start time			Start time			Start time			Start time			Start time		
Check-in30:00			Check-in30:00			Check-in30:00			Check-in30:00			Check-in		
Opening Session15:00			Opening Session15:00			Opening Session15:00			Opening Session15:00			Opening Session		
1st Session30:00			1st Session30:00			1st Session30:00			1st Session30:00			1st Session		
2nd Session30:00			2nd Session30:00			2nd Session30:00			2nd Session30:00			2nd Session		
3rd Session30:00			3rd Session30:00			3rd Session30:00			3rd Session30:00			3rd Session		
4th Session30:00			4th Session30:00			4th Session30:00			4th Session30:00			4th Session		
5th Session30:00			5th Session30:00			5th Session30:00			5th Session30:00			5th Session		
Closing Session15:00			Closing Session15:00			Closing Session15:00			Closing Session15:00			Closing Session		
Parent Pick-up and Clean-up30:00			Parent Pick-up and Clean-up30:00			Parent Pick-up and Clean-up30:00			Parent Pick-up and Clean-up30:00			Parent Pick-up and Clean-up		
Total Duration: 4:00:00			Total Duration: 4:00:00			Total Duration: 4:00:00			Total Duration: 4:00:00			Total Duration: 4:00:00		

←

VBS

VBS

+ ADD WEEKS

Mon, Jun 26 - Mon, Jun 26, 2023				Tue, Jun 27 - Tue, Jun 27, 2023				Wed, Jun 28 - Wed, Jun 28, 2023				Thu, Jun 29 - Thu, Jun 29, 2023				Fri, Jun 30 - Fri, Jun 30, 2023			
Mon, Jun 26 8:30a-12:30p				Tue, Jun 27 8:30a-12:30p				Wed, Jun 28 8:30a-12:30p				Thu, Jun 29 8:30a-12:30p				Fri, Jun 30 8:30a-12:30p			
Volunteers ^																ACTIONS ▾			
<div><div></div><div></div><div></div><div></div></div>				<div><div></div><div></div><div></div><div></div></div>				<div><div></div><div></div><div></div><div></div></div>				<div><div></div><div></div><div></div><div></div></div>				<div><div></div><div></div><div></div><div></div></div>			
Class Leader - 12 +				Class Leader - 12 +				Class Leader - 12 +				Class Leader - 12 +				Class Leader -			
+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers			
Communications - 4 +				Communications - 4 +				Communications - 4 +				Communications - 4 +				Communications -			
+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers			
Craft Team - 12 +				Craft Team - 12 +				Craft Team - 12 +				Craft Team - 12 +				Craft Team -			
+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers			
Facilities Crew - 5 +				Facilities Crew - 5 +				Facilities Crew - 5 +				Facilities Crew - 5 +				Facilities Crew -			
+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers			
Kitchen Crew - 10 +				Kitchen Crew - 10 +				Kitchen Crew - 10 +				Kitchen Crew - 10 +				Kitchen Crew -			
+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers				+ Add Volunteers			

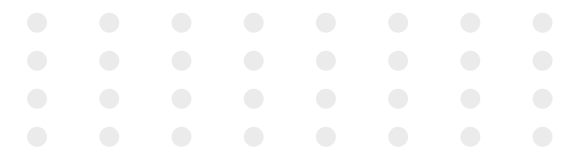
ACTIVITY

1. Select Schedules & Plans
2. Create a New Category
3. Set Serving Time/Day
4. Add Serving Time/Associated Time
5. Name a Team
6. Name Positions in the Team
7. Launch (Caution: only launch when set-up correctly.)

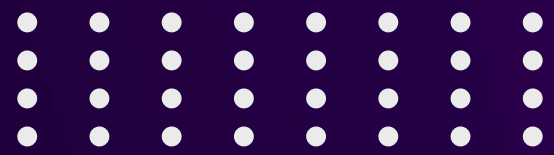
VOLUNTEER SCHEDULING

VOLUNTEER SCHEDULING

KNOWLEDGE CHECK



**WHAT IS ONE THING
YOU LEARNED
TODAY? WHO WILL
YOU SHARE IT WITH?**



ANNUAL CONFERENCE
FOR

**FAITH FORMATION,
YOUTH & YOUNG ADULT MINISTERS**

**CLOSING
REMARKS**

