

Name of Parish Council Member \_\_\_\_\_

## General Parish Council Self-Assessment

**Ratings 1-4 = degree of dissatisfaction/satisfaction. 5 = unsure/does not apply.**

### Parish Council Responsibility 1: Determine the Parish's Mission and Purpose

	Not Satisfied		Satisfied		Not Sure
	1	2	3	4	5
1-1 All parish council members are familiar with the current mission, values and vision statements.	1	2	3	4	5
1-2 The three current statements are appropriate for the parish for the next two to four years.	1	2	3	4	5
1-3 The parish council's policy formulations and the parish's programs and services reflect the mission, values and vision statements.	1	2	3	4	5

### Parish Council Responsibility 2: Support the Priest and Periodically Provide Helpful Feedback

2-1 The priest and the parish council generally agree on the highest priorities for the parish.	1	2	3	4	5
2-2 The parish council respects the responsibilities distinct to the priest.	1	2	3	4	5
2-3 The priest respects the responsibilities distinct to the parish council	1	2	3	4	5
2-4 The parish council provides regular feedback to the priest in a systematic, fair and objective way.	1	2	3	4	5
2-5 The parish council understands that the six components of <i>governance</i> include advocacy, fiscal oversight, fundraising, policy formulation, strategic intent and fidelity to the Orthodox faith.	1	2	3	4	5

2-6 The parish council accepts that their principal task is to <i>govern</i> and that the priest manages the office and leads the parish.	1	2	3	4	5
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Parish Council Responsibility 3: Approve and Monitor the Parish’s Programs and Services

3-1 The parish council is knowledgeable about the current programs and services.	1	2	3	4	5
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3-2 The parish council knows the strengths and weaknesses of each major program.	1	2	3	4	5
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3-3 The parish council, working with the priest, periodically considers adopting new programs and modifying or discontinuing current ones.	1	2	3	4	5
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Parish Council Responsibility 4: Give and Raise Money

4-1 The parish council understands the fundraising strategy for the parish.	1	2	3	4	5
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4-2 All parish council members provide personally meaningful financial support to the parish on an annual basis.	1	2	3	4	5
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4-3 Parish council members understand that occasional capital campaigns or strategies to build the endowment may require gifts above and beyond stewardship giving.	1	2	3	4	5
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4-4 Parish council members assist with the stewardship campaign and other fundraising events to fund the programs and ministries of the parish.	1	2	3	4	5
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4-5 The parish council has a clear policy on the individual parish council member’s responsibility to raise money.	1	2	3	4	5
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Parish council Responsibility 5: Ensure Fiscal Management

5-1 The parish council thoroughly discusses the annual budget before presenting it to the general assembly.	1	2	3	4	5
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5-2 The parish council takes advantage of the budget process to consider the most effective allocation of limited resources.	1	2	3	4	5
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|-----|--|---|---|---|---|---|
| 5-3 | The parish council receives financial reports on a regular basis that are understandable, accurate and timely. | 1 | 2 | 3 | 4 | 5 |
| 5-4 | The parish council requires an annual audit and considers all recommendations made in the auditor's report.    | 1 | 2 | 3 | 4 | 5 |

Parish council Responsibility 6: Engage in Strategic Planning

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| 6-1 | The parish council focuses a portion of its meeting time on long-term significant policy issues rather than short-term operational matters.  | 1 | 2 | 3 | 4 | 5 |
| 6-2 | The parish council periodically engages in a strategic planning process that results in a 3-5 year written plan that provides a credible vision of the future and helps it consider how the parish should meet new opportunities and challenges. | 1 | 2 | 3 | 4 | 5 |

Parish Council Responsibility 7: Carefully Select and Orient New Parish Council Members

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| 7-1 | The parish council currently contains a sufficient range of expertise and experience to make it an effective governing body.  | 1 | 2 | 3 | 4 | 5 |
| 7-2 | The parish council has an effective process to identify the skills and experience that new members should bring to the parish council.  | 1 | 2 | 3 | 4 | 5 |
| 7-3 | The parish council carefully discusses with prospective members the responsibilities of parish council service and provides sufficient opportunity for prospective parish council members to learn about the parish and parish council service. | 1 | 2 | 3 | 4 | 5 |
| 7-4 | The parish council provides new members with a thorough orientation that includes parish council member responsibilities and important program and policy information.  | 1 | 2 | 3 | 4 | 5 |

Parish council Responsibility 8: Understanding the Relationship Between Parish council and Staff

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| 8-1 | The respective roles of the parish council and staff are clearly defined and understood. | 1 | 2 | 3 | 4 | 5 |
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8-2 A climate of mutual trust and respect exists between the parish council and the priest. 1 2 3 4 5

8-3 The parish council has adopted adequate policies for staff selection, training, promotion, and grievance procedures. 1 2 3 4 5

Responsibility 9: Enhance the Parish's Public and Community Image

9-1 The parish council has approved an effective outreach and communications strategy for the parish. 1 2 3 4 5

9-2 Parish council members advocate on behalf of the mission of the parish to the community. 1 2 3 4 5

9-3 The parish council understands who can serve as the official spokesperson for the parish. 1 2 3 4 5

Responsibility 10: Organize Itself so That the Parish Council Operates Efficiently

10-1 Parish council members are familiar with the bylaws. 1 2 3 4 5

10-2 Parish council members receive clear and succinct agendas and supporting written material sufficiently prior to parish council and committee meetings. 1 2 3 4 5

10-3 The parish council consciously applies the professional board development process to their operation. 1 2 3 4 5

10-4 Committee assignments reflect the interests, experience and skills of the parish council members. 1 2 3 4 5

10-5 Parish council and committee meetings are well-organized, productive, and make good use of parish council members' time. 1 2 3 4 5

Responsibility 11: Ensure Sound Risk Management Policies

11-1 The parish council has approved a policy to enable the parish to manage and reduce risks to a tolerable level. 1 2 3 4 5

11-2 The parish council has an adequate amount of liability insurance to cover staff and volunteers in the event of lawsuits filed against them as individuals or against the parish as a whole. 1 2 3 4 5

11-3 The parish council periodically reviews all of the  
Insurance carried by the parish to ensure that it is  
Adequate and competitively priced.

1      2      3      4      5

If you could change something(s) about the parish council what would it (they) be?

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Describe something(s) that the parish council does exceptionally well.

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