

# Parish Campaign Volunteer Principles and Job Description

## Parish Campaign Leadership (Chair or Co-chairs)

Your leadership is critical to the success of the Rebuilding Our Church Capital Campaign. Here are some guiding principles and responsibilities that come with your important role.

### Principles:

**Make your own donation first.** Your personal gift will demonstrate your commitment to the project. Also, once you have become an invested stakeholder yourself, you'll find that your overall engagement, confidence and enthusiasm increase, and that you'll be able to relate better to prospective donors in your parish.

**Recruit a diversity of campaign team members.** Engaging a donor requires the right approach from the right individual at the right time. Ensure that the parish volunteers you identify reflect a variety of interests so that your team can reach the full array of prospective parish donors.

**Set a positive atmosphere.** Encourage volunteers to see their work as an opportunity not only to advance the campaign, but to build connections with fellow parishioners and energize your parish. Our hope is that being invited to participate in the combined effort of the campaign will remind parishioners that they matter, they belong, and that they are a blessed part of a larger faith community.

### Job Description: (approximately 15 hours/month for up to 10 months)

- Identify, cultivate and support parish campaign volunteers (approximately 1 volunteer per 15 parish families).
- Identify, cultivate and engage potential donors to the campaign
- Attend the training session with their parish volunteers and be familiar with volunteer training materials.
- Conduct monthly meetings with parish campaign volunteers to review progress
- Make connections with higher-level potential donors.
- Execute the campaign plan and maintain regular communication with Deanery Chair sharing parish gift activity, progress and/or obstacles.
- Attend major campaign functions when possible.
- Recruit additional volunteers as the opportunity arises.
- Ensure campaign communication reaches parishioners.

*\*Note: Larger Parishes may wish to recruit a volunteer manager and communications coordinator to assist the Parish Campaign Chair/ Co-Chairs.*

1. **The Volunteer Manager** would:

- Help recruit volunteers and check in with them regularly regarding their donor engagement visits
- Provide regular updates to Parish Chair/Co-chairs

2. The **Communications Coordinator** would:

- Be familiar with the communication plan,
- Be familiar with parish communication tools
- Ensure campaign communication reaches parishioners

Support and direction for this role will be provided by the Deanery Chair of the Rebuilding Our Church Capital Campaign as well as the **Campaign Director, Lisa Smith**, from DCG Philanthropic Services. Her contact information is 1-306-529-5502 [lsmith@dcgsk.com](mailto:lsmith@dcgsk.com)

## Parish Campaign Volunteers

As a Rebuilding Our Church Campaign volunteer, you'll play a key role in securing donations. You have been invited to this team because you inspire respect and have the capacity to connect effectively with fellow parishioners.

We encourage you to start by making your own gift to the campaign that is thoughtful and proportionate to your financial ability. Once you have become an invested stakeholder yourself, you'll find that your overall engagement, confidence and enthusiasm increase, and that you'll be able to relate better to prospective donors in your parish.

Your work as a campaign volunteer is an opportunity not only to advance the campaign, but to build connections and energize your parish. Our hope is that being invited to participate in the combined effort of the campaign will remind parishioners that they matter, they belong, and that they are a blessed part of a larger faith community.

### **Job Description: (approximately 8 hours/month for up to 10 months)**

- Attend a training session and be familiar with volunteer training materials.
- Identify, cultivate and engage potential donors to the campaign
- Help execute the campaign plan, along with parish campaign leadership
- Attend monthly parish campaign meetings.
- Contact assigned list of prospective donors within the given timeline.
- Commit to making 15 donor engagement visits (with another volunteer)
- Report results of donor engagement calls to your parish campaign leadership
- Attend major campaign functions, when possible.
- Help identify potential additional volunteers as your parish campaign leadership requests

Support and direction for this role will be provided by the Parish Chair/ Co-Chair of the Rebuilding Our Church Capital Campaign as well as the Deanery Leadership and the **Campaign Director, Lisa Smith**, from DCG Philanthropic Services. Her contact information is 1-306-529-5502 [lsmith@dcgsk.com](mailto:lsmith@dcgsk.com)