**ACTION PLAN EXAMPLE**

**GOAL:** Create a welcoming environment at liturgy where people feel a sense of belonging/acceptance.

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| **Move toward**  **the goal by…** | Action Steps | Timeline | By Whom? | Resources? |
| **Creating and sustaining a Ministry of Hospitality at weekend liturgies** | Recruit persons interested in becoming ministers of hospitality (Parking, ushers, greeters etc.) | How long will this take? | Who is responsible for this? | * Pulpit Announcement * Bulletin Invitation * Personal Invitation * Ministry Fair |
|  | Schedule a “get acquainted” information sharing meeting | Any day that all can be there | Who is responsible for this? | * Gratitude for interest * Are my gifts a good match? * What will be involved? |
|  | Offer training for Hospitality Ministry | When can training be accomplished? | Who is responsible for this?  Who will the trainer(s) be? | * Hospitality & Welcome Toolkit * Liturgical Ministry * Resource Binder * Hospitality: Doorway to Evangelization |
|  | Support hospitality ministers with check-in meeting/retreat | 6 months after first weekend of ministry | Who is responsible for this? |  |

Goal 1: Strengthen and restore relationships through hospitality and worship

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| **Move toward**  **the goal by…** | Action Steps | Timeline | By Whom? | Resources? |
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Goal 1: Strengthen and restore relationships through hospitality and worship

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