



AN INVITATION

From: Mark Lewis, SJ, Provincial

RE: MINISTRY OF MANAGEMENT SEMINAR 2010

Date: December 14, 2009

Advent Blessings! Registration is now open for the upcoming 2010 Ministry of Management Seminar, which will be held June 14-19 at Loyola University in New Orleans. This year's seminar will focus on *Leading Organizations* and we have an excellent line-up of workshops. In addition to daily reflections on Ignatian Leadership, workshop topics include:

- Working with Parish Councils or Boards (your choice)
- Financial Management (budgets, audits, rules and regulations, and reading those confusing reports!)
- Fund Development
- Strategic Planning and Program Design

Our faculty members have many years of experience working with church and nonprofit organizations. Our daily liturgies and morning reflections on Ignatian spirituality make this seminar one that is particularly geared toward the Ignatian family.

We also have a great line-up of fun, including a concert in City Park followed by a poby dinner, a streetcar ride to one of New Orleans' many delicious restaurants, and our now legendary cocktail party on the Avenue, this year featuring sazeracs AND mint juleps. The most fun of all, however, is being with Jesuits and lay colleagues from around the country who are all learning together to be better managers. A wonderful sense of community and camaraderie is developed during our five days together.

Why does the New Orleans Province offer Ministry of Management? Jesuits are often placed in positions as pastors, department heads, directors of works, and board members where they have a strong sense of their ministry but often lack the practical skills needed to do their jobs well. The Ministry of Management Seminar is an intense plunge into the practical, but done in an Ignatian environment. I think we Jesuits and our lay colleagues owe it not only to the people we minister with but to ourselves to develop the practical skills that will help us be ministers who can effectively manage organizations and managers who keep our faith at the heart of our work.

Please consider joining us for the 2010 Seminar and spreading the word to your lay and Jesuit colleagues. In order to allow for full participation in the seminar, we limit registration to 36 participants, so we encourage you to register early. All registration and contact information follows.

New Orleans Province of the Society of Jesus | Jesuit Seminary & Mission Fund, New Orleans | Catholic Society of Religious and Literary Education

710 Baronne Street, Suite B • New Orleans, LA 70113-1064
(504) 571-1055 • FAX (504) 571-1744 • 1-800-788-1719 • www.norprov.org



MINISTRY OF MANAGEMENT SEMINAR CYCLE B – LEADING JESUIT ORGANIZATIONS

a workshop for Jesuits and lay colleagues on managing people and organizations

DATES: Begins Monday, June 14, 2010 at 5:00 p.m.
Ends Saturday, June 19, 2010 at 2:30 p.m.

SPONSOR: The Jesuits of the New Orleans Province
and the Jesuit Conference United States Assistency

LOCATION: **Loyola University New Orleans**

The university located in uptown New Orleans, on St. Charles Avenue directly across the street from beautiful Audubon Park. Each participant will have a private dorm room with a shared bath. Access to the Recreational Center is offered free of charge for those staying in the residence halls.

WHO SHOULD ATTEND? The workshop is for Jesuit priests and brothers with at least one year of post-theology ministry, men in formation who may be entering regencies where management skills will be helpful, and lay persons in leadership positions in Jesuit works. Participants who attended Cycle A of the workshop are strongly encouraged to return this year.

COST: **\$650 per person if registered by May 1, 2010, \$700 per person thereafter.** The fee is all inclusive of room, meals, social hours, coffee breaks, a group night out, and a workbook with resource materials. This cost does not include your air fare or dinner out (on your own) on Tuesday evening. The price for those not residing on campus is \$275, plus the cost of meals on campus.

REGISTRATION: Complete the attached form and return with a \$100 deposit. Checks should be made payable to the **New Orleans Province of the Society of Jesus**. Final and full payments are due no later June 5, 2010.

WORKSHOPS AND FACULTY:

Financial Management (Tuesday, June 15)

Tracie Woods is the executive consultant for 360 degree Solutions, Inc., which is located in Baton Rouge, LA. Through 360, she provides advice and design solutions for organizations in the areas of finance, contract management, human resources, personnel, information systems and partnership/grants management. Tracie is an attorney with experience in both private practice and as an in-house counsel. She also holds an M.B.A. and had a prior career in the financial industry.

Ignatius as Organizational Leader

Governance Structures: Nonprofit Boards (Wednesday, June 16)

Fred Kammer, SJ, is the Director of the Jesuit Social Research Institute of Loyola University. He served as the provincial of the Jesuits of the New Orleans Province from July 2002 – July 2008 and as president of Catholic Charities USA from 1992 until 2001. Fr. Kammer is the author of Doing Faithjustice: An Introduction to Catholic Social Thought, Salted with Fire: Spirituality for the Faithjustice Journey, and the recently published Faith. Works. Wonders. An Insiders Guide to Catholic Charities.

An Insider's Guide to Catholic Charities

Governance Structures: Nonprofit Boards (Wednesday, June 16)

Mary Baudouin is the Assistant for Social Ministries for the New Orleans Province of the Society of Jesus. She worked in administrative positions with Catholic Charities Archdiocese of New Orleans and the United States Catholic Conference for 15 years. She also worked for 6 years as consultant and trainer for church-based nonprofits in the areas of planning, grant-writing, program evaluation and board development.

Effective Parish Councils (Wednesday, June 16)

Rev. Msgr. Doug Doussan is a priest of the Archdiocese of New Orleans, presently serving as Pastor of St. Gabriel the Archangel parish in New Orleans and Priest Personnel Director for the archdiocese. He has served as Faculty Member for the National Pastoral Life Center's "Pastoring" training sessions and as a facilitator for the National Federation of Priests' Councils. He is a Certified Covey Facilitator for "The Seven Habits of Highly Effective People."

Fund Development (Thursday, June 17)

Mike Bourg has served as the Executive Director for Advancement for the Jesuits of the New Orleans Province since March 2004. He is responsible for all of the regular development activities for the province, including planned gifts and bequests, multiple mailings, publications, and special events, and just recently completed a capital campaign for the province. Mike held both development and administrative positions with nonprofits and schools prior to joining the New Orleans province staff.

Mike and Tina O'Brien (Jesuits of the Oregon Province) teamed up this past year to provide on-site training in fund development to Jesuits and their colleagues in four assistancies: Africa-Madagascar, South Asia, Eastern and Central Europe, and Colombia.

Strategic Planning (Friday, June 18)

TBA

PLANNED FUN NIGHTS FOR THIS YEAR'S SEMINAR

- ❖ **Tuesday Night:** A streetcar ride and dinner on your own at one of New Orleans' fabulous restaurants.
- ❖ **Thursday Night:** A "Thursdays at Twilight" Concert in City Park Botanical Gardens followed by poboys at Parkway Bakery and Tavern.
- ❖ **Friday Night:** Sazeracs and Mint Juleps at the Jesuit Community Residence on St. Charles Avenue.

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For more information contact:
Mary Baudouin, Assistant for Social Ministries
The Jesuits, New Orleans Province
710 Baronne Street, Suite B, New Orleans, LA 70113
Phone: (504) 571-1055
e:mail: mbaudouin@norprov.org

MINISTRY OF MANAGEMENT SEMINAR CYCLE B
Registration Form for Returning Participants

Name: _____

E-mail address: _____

Mailing Address and Phone *(if changed from last year)*

Current ministry: _____

Identify an organizational challenge that you hope to work on as part of the training process, preferably dealing with financial management, planning, fund development or governance.

Please list any dietary or access needs that you might have.

Return this form with a \$100 deposit to:

Ministry of Management Seminar
The Jesuits of the New Orleans Province
710 Baronne Street, Suite B
New Orleans, LA 70113

Checks should be made payable to:

New Orleans Province of the Society of Jesus

Full seminar cost:

\$650 if registered by May 3, 2010, \$700 thereafter.

4. Where do you see connections or disconnects between your spirituality and your management responsibilities?

Other information:

Please list any dietary or access needs that you might have.

Are you a cantor or musician?

Would you be available to help with prayer or the Eucharist?

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**MINISTRY OF MANAGEMENT SEMINAR 2010 - CYCLE B
LEADING JESUIT ORGANIZATIONS – INITIAL CALENDAR**

MONDAY 6/14	TUESDAY 6/15	WEDNESDAY 6/16	THURSDAY 6/17	FRIDAY 6/18	SATURDAY 6/19
 <p><i>All sessions will be held in the Audubon Room of the Danna Center unless otherwise noted.</i></p>	8:00 Breakfast 8:45 Reflection on Ignatian Leadership 9:00 Financial Management (budgets, financial statements, audits) <i>Tracie Woods</i>	8:00 Breakfast 8:45 Reflection on Ignatian Leadership 9:00 Governance Structures 10:15 (your choice) Parish Councils <i>Msgr. Doug Doussan</i> Boards <i>Fred Kammer, SJ Mary Baudouin</i>	7:45 Liturgy 8:30 Breakfast 9:00 Fundraising/ Development Plans <i>Mike Bourg</i>	8:00 Breakfast 8:45 Reflection on Ignatian Leadership 9:00 Group photo 9:15 Strategic Planning/ Program Design	7:30 Liturgy 8:15 Breakfast 9:00 Planning Exercise
	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
<p><i>Please arrange your flight schedule so that you arrive in New Orleans no later than 3:30 p.m.</i></p>	1:15 Financial Management continued	1:00 Financial Management continued	1:00 Fundraising/ Development Plans continued	1:00 Strategic Planning/ Program Design continued 4:30 Introduction to planning exercise	1:00 Debriefing & Identifying Lessons Learned 2:00 Evaluation/ Prayer
5:00 Gathering 6:00 Dinner 7:15 Ignatius as Organizational Leader <i>Fred Kammer, SJ</i> 8:15 Discussion: <i>You as an Organizational Leader</i> 9:15 Haustus	5:00 Liturgy 6:00 Streetcar Ride to dinner on your own <i>(local eating options will be recommended)</i>	5:00 Liturgy 6:00 Dinner FREE EVENING! Optional on-campus activities will be offered.	5:00 Leave for Twilight Concert in City Park 6:00 Concert 8:15 Poboys at Parkway	5:00 Liturgy 6:00 Dinner 7:30 Initial Group Organizing Meetings 8:30 Mint Juleps & Sazeracs on the Avenue	<p><i>Please plan on flying out of New Orleans AFTER 3:30 p.m.</i></p> 