

Parish Secretary/Business Manager/Bookkeeper/Staff Survey- July 2010

Name (optional) _____

Date _____

Bishop Swain recently shared with us his plan for the Chancery offices restructuring. Some of the top guiding principles Bishop asked us to focus on were **Communication, Parish friendly, Collaboration, Accountability and Efficiency and Stewardship**. The purpose of this survey is for us to LISTEN and have you tell us the good, the bad and what you need to be more effective in your job. We want to be a resource for you, however, if we don't listen and hear what you might be having issues with, how can we effectively help? Our ears are open, please share with us. Thanks

1. What is the most time consuming part of your job as parish secretary/business manager or bookkeeper or staff member?

2. What is the best part of your job at the parish?

3. What is the most frustrating part of your job at the parish?

4. Is there a piece of equipment or a tool (hardware or software, doesn't have to be technology related) that you think would be beneficial to your work at the parish?

Additional Comments