

Annual Report 2020 – Canon for Mission and Director of Administration

2020 has been a year of shifting plans and adjusted expectations. When I took on the role of Director of Administration, it was in anticipation of Canon Treasurer Kathi Workman's move from full-time to half-time employment. With that move, responsibilities related to benefits, insurance, and property administration were to transfer to my portfolio. However, the onset of Covid-19 led to a re-evaluation of both personal needs and the needs of the diocese. As a result, Kathi remains our *full-time* Canon Treasurer and retains oversight of the aforementioned areas, while I have focused much of my time and attention on the following:

- *Pandemic response:*
 - Attending regular Zoom meetings hosted by the Presiding Bishop's Office and Episcopal Relief & Development for bishops and canons across The Episcopal Church. These meetings have been a source of expert guidance and a forum for the sharing of best practices.
 - Serving as diocesan staff liaison to the Emergency Preparedness & Response Committee as they developed guidelines for the reopening of our parishes and reviewed reopening plans.
 - Developing an application and guidelines for, and coordinating the review and approval of, new Parish Mission Grants for Digital Ministry Initiatives.
 - Assisting the Convention Planning Committee in transitioning to an online 2020 Diocesan Convention.

- *Pastoral response:*
 - Tending to the pastoral needs of parishes and clergy. Lay and ordained leaders throughout the diocese have struggled to find ways to minister to their communities throughout this enduring season of pandemic, cultural/political division, and uncertainty. I have been happy to serve as a source of encouragement, support, connection, and resources whenever needed and consider this one of the most important aspects of my service to our diocese.

I expect that, in the months ahead, some of the work that I've described above will remain on my plate. In addition, I look forward to learning more about the role of Diocesan Transition Minister, as, at the request and direction of Bishop McConnell, I will begin taking on that work. In the near term, this will involve assisting Church of the Redeemer, Squirrel Hill, in the search for their new rector. As I do so, and as I gain a better sense of the transition process and best practices, I hope to compile these into a guiding document for future use by parishes undergoing a change in ordained leadership.

In general, I envision my work in the coming year being distributed largely among the following areas:

- improving processes (and defining processes when needed),
- compiling and distributing helpful resources for use by clergy and lay leaders, and
- developing new opportunities for education, training, communication, and connection.

My hope is that, by making these sorts of things the focus of my individual effort, our collective effort as the people and parishes of the Diocese of Pittsburgh might remain squarely focused on carrying out the mission of Christ's Church, and with more energy, certainty, and effect than ever before.

In faith,

The Rev. Kimberly Karashin
Canon for Mission & Director of Administration