

# PARISH PASTORAL COUNCIL CHARTER

## SAINT VINCENT DE PAUL CHURCH

### HUNTINGTON BEACH, CALIFORNIA

Our parish has had a long standing Parish Council for many years. A few years ago, Bishop Tod Brown requested that all parishes develop a Pastoral Council. One easy way to differentiate a *Parish* Council from a *Pastoral* Council is that a Parish Council is often composed of “workers” who get the job done. On the other hand, the Pastoral Council calls together “discerners” who focus on the direction and goals for the parish.

The members of our Parish Council spent the last two years developing the *Mission Statement* and the *Parish Pastoral Council Charter*. The following is the fruit of this work. Our Pastor, Father Jerome Karcher, will select the members of the new Pastoral Council in the next few months. If you have an interest in joining the Council, or know of another person who might like to serve in this capacity, please email Father Jerome ([jerometk@svdphb.org](mailto:jerometk@svdphb.org)) stating the reasons and qualities that would support this desire to serve on the Council. Thank you!

#### **Mission Statement**

Through God's grace, Saint Vincent de Paul Roman Catholic Church exists to worship God faithfully and to serve others generously.

As a community centered in the Eucharist, we live the Gospel by celebrating the Liturgy and Sacraments, serving the poor, praying for the salvation of all, and teaching the Truth of Christ in love and mercy.

We welcome and encourage all to join us on a journey to a deeper relationship with Jesus through prayer, ministry, and fellowship.

Saint Vincent de Paul, pray for us.

#### **Purpose and Scope of the Parish Pastoral Council**

The Council is an advisory and consultative body to the pastor, committed to upholding and fulfilling the parish mission statement.

The overall task of the Council is to prayerfully discern and assist the pastor to set the pastoral goals and priorities of the parish. The Council's primary responsibility is providing insight, reflection and sound counsel concerning the seven core elements of parish life: Evangelization, Worship, Word, Community, Service, Stewardship, and Leadership.

#### **Goals of the Parish Pastoral Council**

1. To engage in ongoing prayer and discernment regarding the seven core elements of parish life
2. To engage in long range parish ministry planning
3. To foster constructive communication among parishioners, parish leaders and priests
4. To support the Pastor in his role as shepherd of the parish
5. To articulate the Mission Statement to the parish community
6. To maintain the integrity of the Mission Statement
7. To periodically review the relevancy of the Mission Statement
8. To regularly review progress toward achieving the goals set by the Parish Pastoral Council

#### **Parish Pastoral Council Membership**

The Parish Pastoral Council is comprised of Ex-Officio Members and Appointed Members.

## Ex-Officio Members

- Pastor
- Parochial Vicar(s)

## Appointed Members

- 8 – 12 parishioners, selected by the Pastor
- Serve for a three year term at the Pastor's request
- Term may be renewed at the Pastor's discretion
- The inaugural Council members will serve staggered appointments of up to 3 years

Appointed Members will be chosen according to their particular gifts which enhance the Council rather than as representatives of various groups or ministries. In a spirit of charity, prudence, and humility they will commit themselves to working for the good of the parish community.

## Parish Pastoral Council members will be:

- Registered parishioners of St. Vincent de Paul Church
- Fully initiated Roman Catholics
- Active participants in the life of the parish
- Faithful to Church teaching
- Possess a mature Christian perspective
- Obedient to the local Bishop
- Available to attend scheduled meetings

## **Selection of Officers for the Parish Pastoral Council and Their Duties**

The Pastor is the President of the Parish Pastoral Council. Officers are selected by the Pastor and serve in their respective office for a two year term. This term is renewable at the Pastor's discretion. The Parish Pastoral Council will consist of the following Officers:

### **Chairperson**

- Develops the agenda for meetings in collaboration with the Pastor
- Monitors open agenda items
- Provides notice of meetings dates, times, and location
- Solicits agenda items
- Facilitates Council discussions

### **Vice Chairperson**

- Assists the Chairperson
- Assumes the duties proper to the Chairperson in his or her absence

### **Secretary**

- Takes minutes of the meeting
- Distributes minutes and supporting documents to Council members in a timely manner
- Distributes minutes and supporting documents to Parish Manager for Pastoral Council archive

### **Alternate Secretary**

- Assumes the duties proper to the Secretary in his or her absence

## **Operation of the Parish Pastoral Council**

The Pastor or his representative must be present in order to conduct official Parish Pastoral Council business

Council business may be treated as confidential as indicated by the Pastor

Meetings generally will be scheduled once a month from September through May

An annual Day of Reflection will be offered

*August 2006*