

PARISH PASTORAL COUNCIL CHARTER

SAINT VINCENT DE PAUL CHURCH

HUNTINGTON BEACH, CALIFORNIA

Parish Mission

Following Jesus and centered in the Eucharist, we worship God and serve others.

Siguiendo a Jesús y enfocados en la Eucaristía, adoramos a Dios y servimos al prójimo.

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.

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 Parish Mission to the parish community
6. To maintain the integrity of the Parish Mission statement
7. To periodically review the relevancy of the Parish Mission
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 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 quarterly or once a month from September through May

An annual Day of Reflection may be offered

*Created: 2005- 2006
Revised: August 2010*