



Archdiocese of Regina

PARISH PASTORAL COUNCIL MEMBER

Overview

The Parish Pastoral Council is a consultative body that works with the Pastor regarding all matters pertaining to the pastoral life of the parish. The pastor is the ultimate decision maker.

Activities/Responsibilities

- Collaborates with the Pastor in developing and reviewing the pastoral plan of the parish.
- Has an ongoing and open dialog with parishioners and parish ministries to assess their perspectives regarding the pastoral needs of the parish community.
- Acquainted with the documents of the Church that helps them to understand the vision of the Church and the nature of parish.
- Assists parish ministries in the implementation of the pastoral plan of the parish.
- Is available for meetings as required.
- Observes discretion in the confidential matters arising from Parish Pastoral Council.

The Activities/Responsibilities listed above may not completely reflect the ministry performed at this parish. Please refer to the 'Other Specifics' box for duties that are specific to this parish.

Other specifics:

Skills, Experience, and Qualifications

- Is known in the parish community, participates in parish life and is of good character.
- Must be at least 18 years of age.
- Has an understanding of and commitment to the church as expressed in the teachings of the Church.
- Has an understanding of the distinctive characteristics of the parish, its ministries and its people.
- Is recognized within the parish community as a person of good reputation.
- Should be skilled in collaboration, interpersonal communication and group process.
- Additional skills that would be an asset are studies in theology especially the theology of the Church, church history, ministry formation, etc.
- Is willing to participate in ongoing formation

Personal Traits and Qualities

(The following description may be of assistance to those considering this position)

- Desires to serve the community and to commit time and talents to this ministry.
- Honest, dependable and can maintain strict confidentiality.
- Has the ability to listen and to articulate what one has heard.
- Needs to be flexible and have good relational skills.
- Desires spiritual growth and has openness to prayer and reflection.

Orientation and Training

- Standard parish orientation program and familiarity with the *Archdiocese of Regina Guidelines / Parish Pastoral Council & Parish Finance Council* and any constitution or by-laws at the parish.

Participant Group

- Parishioners, other Parish Pastoral Council Members and all those involved in parish ministry.

Support, Supervision, and Evaluation

- The Parish Pastoral Council Chairperson and/or Pastor is the first level of support, supervision and evaluation.

Length of Ministry

- _____ year term.

Benefits and Working Conditions

- Will have a direct impact on the pastoral and spiritual decisions made in the parish.
- Will further develop own spiritual growth.
- Will develop group and team working skills.
- This is a volunteer position requiring a time commitment of _____ hours per week or _____ hours per month.
- Must be available to attend all scheduled meetings.
- Must be able to attend the orientation session and training sessions as required.

Screening Recommendations

- This is a General Security position
- Completion of a Volunteer Information Form is required.
- Training and orientation are required.
- There will be supervision by the Pastor and/or his designate.

This ministry position description accurately reflects the Ministry of Parish Pastoral Council Member currently practiced at _____ Parish. (Parish Name)	
_____ Parish Volunteer Screening Committee	
_____ Pastor or Designate	_____ Date

Prepared by the Archdiocese of Regina
Adapted from the Archdiocese of Toronto

