

St. Rose Parish Pastoral Council Purpose and Organizational Structure

I. Purpose of Council

The Pastoral Council of St. Rose Parish, relying on the power of the Spirit and on the loving community of St. Rose, will be an inclusive and collaborative group, responsive to all parishioners for enhanced communication, broadened governance and strategic planning.

II. Responsibilities of Council

The responsibilities of the Pastoral Council will include the following:

- A. Promote an atmosphere for dialogue, prayerful reflection, and shared responsibility within the parish.
- B. Listen to, discern and address the needs of our parish and community.
- C. Establish the goals and priorities of our parish.
- D. Support personal and spiritual growth of parishioners and the community at large.

III. Characteristics of Individual Members

The following attributes are desirable in each member to best facilitate the work of the council:

- A. Prayerful and Spiritual – willing to pray and work for the good of the parish in the spirit of the Gospels and Vatican II.
- B. Cooperative – can work well with a group that makes decisions on a consensus basis.
- C. Respectful of others – willing to listen to the opinions of others.
- D. Dependable – willing to attend meetings and follow through on commitments.

IV. Council Composition, Selection of Members, and Terms of Office

The council will be comprised of eleven members selected from the parish, with at least two representatives from the Hispanic community. The Pastor and Associate Pastors will be included as ex-officio members.

Terms will coincide with the liturgical year. Term duration will be three years on a rotating basis, with the goal of rotating in three new members at the end of each liturgical year. Members may serve an original term after which time a year's break must be taken before reapplication for membership.

An effort to recruit new members will take place each Fall with a self nomination form to be completed by interested volunteers. A selection committee will review the submitted nomination forms and choose new members who will best facilitate the work of the Pastoral Council, with an effort made to maintain a balanced representation of the parish. The selection of new members will be announced by the end of the liturgical year.

V. Relationship to Ministries, Committees, Pastor, and Staff

The members of the Pastoral Council will be open and accountable to all people of the parish. The Pastoral Council will appoint from among its members, persons who will serve as a liaison to each of the ministries and committees of the parish to facilitate communication (Refer to attached list). Each committee and ministry will make reports, at least annually, to the Pastoral Council, bringing relevant issues and concerns for consideration and possible action.

The Pastor is the appointed executive of the parish and is responsible for parish operation. He will also be a member of the Pastoral Council and will participate in and be guided by the consensus of the group. Under the direction of the Pastor, staff will provide administrative support to the Pastoral Council.

All members of the parish are invited to attend council meetings and may participate during the portion of the agenda set aside for public comments or may participate in the discussion of an agenda item. A parishioner may request to put an item on the agenda by sending a written request describing the topic to the Pastor and/or the Chairperson, no later than

fourteen days prior to the meeting. After presentation and discussion, the Pastoral Council will take under advisement such items and respond appropriately to the person, group, or parish at large.

VI. Frequency of Meetings

The Pastoral Council will meet at least six times per year. Bimonthly meetings will be scheduled for the months of January, March, May, July, September and November.

In addition to the above scheduled meetings, a retreat will be scheduled in late January for current, retiring and new members.

The Parish Council will convene a Town Hall Meeting at least annually for the purpose of soliciting input from all parishioners.

VII. Leadership and Decision Making

The Pastoral Council will operate by consensus. The effort will be to achieve common ground on all major issues before any action is taken. The Parish Council will annually choose a Chairperson and a Chairperson-Elect. The Chairperson will assist in planning the meeting agendas, leading the meetings and will serve for a period of one year in this position. Ideally the Chairperson will remain on the council for one additional year as a member during which time the Chairperson-Elect assumes the role of Chairperson. A secretary will be identified who is responsible for recording and distributing the minutes of council meetings.

Second Draft – November 27, 2007