

# **SACRED HEART CHURCH**

## **PARISH COUNCIL GUIDELINES & EXPECTATIONS**

*The Parish Council is a consultative body that represents the voice of the Parish, working with the Pastor who is the administrator of the Parish and, as such, is responsible to the Bishop. The Council and the Pastor define the vision of what the Parish is called to become.*

*The Parish Council's distinctive function is to participate in the planning process and in the establishment of policy for the parish. It shall not in any way interfere with the internal administration of the Parish, or the function of any organization within the Parish.*

*To be eligible for selection to the Council, one must be:*

- a. An active Catholic, registered in the Parish.*
- b. Age 18 or over, except the youth representative.*
- c. Able to participate in meetings conducted in English.*

*A list of minimum qualifications, allowing for flexible interpretation, follows:*

- a. believing, praying Christians committed to building a spirit of unity within the parish;*
- b. persons having adequate knowledge about the parish;*
- c. persons willing and able to serve and accept responsibility;*
- d. persons with a desire to serve the Church;*
- e. persons who participate in promoting the teachings of Vatican II; and*
- f. a minimal understanding of the English language is necessary to facilitate the meeting process because the council meetings are conducted in English.*

*The selection process shall include:*

- a. educating the parish on the selection process,*
- b. nominating suitable candidates,*
- c. publishing information about the candidates,*
- d. selecting new members of the Council,*
- e. yearly public installation of the all members.*

*The Parish Council is called to work in a consultative role with the Pastor:*

- a. In developing and maintaining a pastoral plan,*
- b. In promoting and implementing this pastoral plan*
- c. In evaluating the pastoral plan in a timely fashion.*

*Every Parish Council member shall serve on one of the following standing committees:*

- a. Worship Committee;*
- b. Finance Committee;*
- c. Christian Service Committee;*
- d. Youth Committee;*
- e. Faith Formation Committee;*
- f. Hispanic Committee;*
- g. Evangelization Committee*

*Term of office for the Parish Council's elected members is three years and an elected member shall serve no more than two consecutive terms. Members that are appointed to complete an unexpired term may only serve one additional term.*

*Council membership shall be declared vacant if the member dies, removes self from or becomes inactive in the parish or is absent, without prior notice of the contemplated absence to the Pastor or Chairperson, from two consecutive Council meetings, or any three (3) meetings during a twelve (12) month period. The enforcement of this by-law is the responsibility of the Officers of the Parish Council in consultation with the Pastor.*

*Parishioners interested in running for Parish Council will also have a brief meeting with the Pastor.*