

St. Joseph Parish Parish Pastoral Council



Addendum to the Parish Pastoral Council Constitution

September 2019

Parish Pastoral Council

In our tradition the word “pastoral” relates to and derives from the work of a shepherd caring for the flock. The shepherd guides, protects and feeds the sheep. A parish pastoral council assists the pastoral team to identify the pastoral needs of the parish.

Pastoral needs encompass many aspects of our parish community life. It is for us to understand the many needs of our lives. We all have physical needs, emotional needs, family needs, psychological needs and intellectual needs. In some ways pastoral needs are all of these but also so much more. A pastoral needs that a Parish Pastoral Council is concerned with is anything and everything we need to walk humbly with God through Jesus in the community of the church.

Our pastoral concern is for everyone who lives in our parish boundaries (the entire city of Grande Prairie and surrounding area), even non-Catholics (Canon 383). The strength of a Parish Pastoral Council is that it knows the pulse of the parish and city so that it can assist the pastoral team to better respond to the pastoral needs of Grande Prairie.

Our Tasks

The purpose of the St. Joseph's, Grande Prairie, AB Parish Pastoral Council is to be a consultative group for the pastor/associate pastor/pastoral team. The ministry of the council is:

- [1] Pray for the parish.
- [2] To build community in the parish.
- [3] Be the eyes and ears of the parish for the Pastoral Team.
- [4] Discern a yearly pastoral theme which is based on the gospel of the year and responds to the pastoral needs.
- [5] Discern and utilize the talents and gifts of parishioners and so engage them in active participation which in turn will build the parish community.
- [6] Read the bulletin, surf the webpage, sign up for the blog, and review the brochures in the literature rack.

Agenda Items For All Meetings

- Faith Formation** Members of the PPC take turns to present something to help us to understand our faith. We may ask someone from outside of the PPC to present something. This portion is about 10 minutes.
- Once a year, at the May meeting, review the constitution.
- Prayer** This is a time for some sort of reflective prayer. A sample has been given to us from the Archbishop's office. Prayer usually lasts 10 – 15 minutes (see the appendix to this document).
- Pastoral Theme** Unfolding the pastoral theme for the parish throughout the year.
- Pastoral Needs** Continue to discern the needs that our parish can address. We might refer to the tool "Five Essential Areas for a Well Integrated Parish" to begin and further our discussion.
- Planning** As a result of our discussions what action plans do we have? What do we need to ask of the Pastoral Team?

Criteria for Membership

The pastoral council consists of registered members of St. Joseph's Parish who have the ability to accomplish the main task of the council. They are baptized Catholics, registered with the parish and reflect the parish's diversity, are noted for their faith, good morals and gifts and skills.

Parish Pastoral Council is made up of 9 members: 6 are elected and 3 are appointed. Of the 3 who is appointed, one is appointed from the finance committee. The pastor and associate pastor are *ex-officio* members.

In consultation with the council, the appointed positions are made by the pastor.

The mandate for all members of the PPC, whether elected or selected, is **two years, renewable twice, with the possibility of return after an absence of at least two years.**

Should a council member be unable to complete their term, or a vacancy exists after the election, that position may be filled by appointment by the pastor in consultation with the council for the remainder of that term.

Members who joined as a result of vacancies will serve out the remainder of the term of the original member. The substitute member may go on to serve, as above with the first partial term not counting as the member's first term.

Should a council member miss 3 consecutive meetings, or have extensive absences, or no longer meet the criteria for membership, they may be asked to resign from the council.

Nomination and Election Process

[1] At the June Parish Pastoral Council (PPC) meeting, the existing terms of the PPC members will be reviewed to determine how many vacant posts there will be. A Nominations Committee will be struck at the PPC meeting in September consisting of the pastor and two council members. No member of the Nominating Committee may be up for re-election.

[2] The Nomination Committee will solicit nominations up until the last Sunday of September. Soliciting will include information in the parish bulletin explaining the role and responsibilities of PPC members.

[3] Candidates can be either nominated by another parishioner or self nominated using a nomination form signed by the nominee.

[4] Closing date for nominee submission will be the last Sunday of September.

[5] The Nomination Committee will ensure nominees meet membership criteria (see Membership Criteria). The Nomination Committee will provide a guideline/template for nominee to create their profile. Profiles must be completed by the last week of September.

[6] The Nomination Committee will publish profiles in the bulletin from the first Sunday in October and will make them available in the church the second Sunday of October.

[7] The Nomination Committee will organize a “meet and greet” with the candidates at a convenient time before the election.

[8] Elections will take place at St. Joseph’s Church on the Sunday following Thanksgiving weekend in October. Ballot boxes will be located in the Narthex. Ballots will be available near the ballot boxes. All registered parishioners over the age of 16 are eligible to vote.

[9] Ballot boxes will be emptied after each Mass.

[10] The Nomination Committee will oversee the election process and count ballots. In the event of a tie, a name will be drawn through random selection.

[11] The Nomination Committee will notify all candidates of results and then announce the names of all the PPC members in the bulletin.

[12] Newly elected PPC members will begin their term at the November meeting. Outgoing PPC members will finish their term at the same November meeting.

Other PPC Dates

There will be a retreat in September or October to discern the Pastoral theme for the liturgical year. The theme will be taken from the gospel of the upcoming liturgical year.

At the combined meeting in November (the past PPC and the new PPC) the new council will elect amongst themselves the chairperson. This position is for one year (see page 3 of St. Joseph Parish Pastoral Council Constitution, dated April 2019)

The new PPC Chair will ask for a volunteer to be the secretary.

At the combined meeting in November (the past PPC and the new PPC) the new council will suggest names of people the pastor might appoint to the council. One person will be appointed from the Finance Committee

The commissioning/introduction of the PPC to the parish will be at the beginning of Advent.