



BEACONS OF LIGHT

Pastoral Planning Pathway

Pastoral Council Inventory Tool

This inventory tool is designed to help parish leaders assess one or more aspects of parish life before pastoral planning takes place within the Family of Parishes. Once the inventory tool is completed, it can be shared with leaders in the other parishes within the Family during Phase 1 to increase familiarity among all parishes.

Introduction

The purpose of this tool is to provide a smooth informative handoff in the transition between pastors. This tool offers a summary of how the Pastoral Council(s) operate today and identifies the role and direction of each of the Pastoral Council(s). Complete one form for the Pastoral/Parish Council in each parish.

Instructions

Either the current pastor himself or his designated representative should complete the tool. If appropriate, a small team or representatives can be assigned this task.

General

- Is a Pastoral Council Charter in existence?
 - If so, is all of the information below contained in the Charter? (The existing Charter might provide the information requested by this inventory tool.)
 - How closely is the Charter followed?
- Are Council members responsible for specific areas within in the parish? E.g., education, faith formation, evangelization, etc.

Representation on Pastoral Council

- List all members of the Council by title/position and name
 - Pastor, Parochial Vicars (as applicable), Chair, Vice-Chair (if applicable), Secretary, Committee Representatives, Members-at-Large, etc.

Terms of Council Members

- How long is the term of each member?
- How many consecutive terms can a member serve?

- Annual attendance expectations.

Council Meetings

- Frequency
- Location
- When and where will be the first Pastoral Council meeting following July 1, 2022?

Elections to Pastoral Council

- Who can be nominated and how are nominees vetted/approved prior to being added to the ballot?
- Who is responsible for collecting nominees to fill current and future vacancies?
- How are elections conducted?