

Vibrant Council Assessment Tool

Pastoral Council and Commissions

Purpose:

The Council shares in the pastoral mission of Jesus Christ and the Church by developing Catholic identity, promoting evangelization, and fostering stewardship.

The Pastoral Council strives to build a community of disciples who recognize their baptismal calls to lives of holiness, witness, and service.

The council supports the pastor, who has ultimate responsibility and authority for the parish, and helps ensure the pastor's success in pastoring the parish.

The Council engages in a continual process of pastoral planning, which takes into account the needs and priorities of its parishioners, the Archdiocese, the broader community, and the world, and develops a compelling vision that fosters spiritual growth and a relationship with Jesus.

The Council engages in succession planning for its members, including leadership development, so council members reflect the membership of the parish.

Council members are held accountable for attending meetings and participating in stewardship initiatives, ministry activity, and commission/committee service.

The Council engages in a regular review of its operation and performance as it relates to accomplishing the vision of the parish.

The Council reviews the successes of its commissions both inside and outside the parish, recommending changes to better meet the needs of the parish and broader community.

The Council, commissions and staff collaborate to be innovative and creative in strategy to give strength to the mission inside and outside the parish.

The Council collaborates with neighboring parishes to fulfill the mission of the Church.

Compliance:

The Council has clear leadership, sufficient members, meets regularly, communicates consistently, and fulfills its designated purpose according to the specifications in the current Parish Pastoral Council Norms.

The Council has four or five standing commissions (Worship, Formation, Human Concerns, Stewardship, School) as outlined in the current Parish Pastoral Council Norms.

The Council ensures each commission has clear leadership, sufficient members, meets regularly, communicates consistently, and fulfills its designated purpose according to the specifications in the current Parish Pastoral Council Norms.

The Council designates two members to attend each deanery assembly as representatives of the Pastoral Council and parish. Designated members understand and fulfill their responsibilities as described in the current Parish Pastoral Council Norms.

The Council Appendix to the Parish Pastoral Council Norms is reflective of the current practices and has been filed with the Missionary Planning and Leadership office at the archdiocese.

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Finance Council and Committees

Purpose:

The Council collaborates with the Pastoral Council by making certain that there are sufficient finances and adequate facilities to carry out the mission activity of the parish.

The Council provides advice and guidance to the pastor in the administration of parish assets, and supports the pastor, who has ultimate responsibility and authority for the parish.

Council members are held accountable for attending meetings and participating in stewardship initiatives, ministry activity, and commission/committee service.

The Council engages in a regular review of its operation and performance as it relates to accomplishing its designated responsibilities.

The Council prepares the parish budget, budgets for extraordinary expenditures, and reviews financial statements.

The Council monitors the financial condition of the parish, including regular financial reviews or audits, as well as the internal financial controls.

The Council reviews any indebtedness and assists the pastor in paying interest on loans or mortgages and taking care to repay capital debt in due time.

The Council provides assistance in the formulation of communication of an annual financial report to the parish community as required under canon law.

Compliance:

The parish has a Finance Council as mandated by canon law.

The pastor, as president of the Finance Council, attends all Council meetings.

The Council has clear leadership, sufficient members, meets regularly, communicates consistently, and fulfills its designated purpose according to the specifications in the current Parish Finance Council Norms.

The Council establishes committees as necessary, such as budget, buildings and grounds, personnel, technology, and parish cemetery if applicable, made up of parishioners who are experts in these specific administrative areas, to provide insight that can benefit each area.

The Council ensures each committee has clear leadership, sufficient members, meets regularly, communicates consistently, and fulfills its designated purpose according to the specifications in the current Parish Finance Council Norms.

The Council Appendix to the Parish Finance Council Norms is reflective of the current practices and has been filed with the Missionary Planning and Leadership office at the archdiocese.