

## DEANERY COUNCIL GUIDELINES FOR DIOCESE OF COLUMBUS

- I. The Deanery Council serves as an instrument of communication with the Bishop and the offices of the Diocese as well as among the member parishes. Through prayer, research, discussion and deliberation the council helps to discern the will of God for the Catholic Community in the Deanery. The council seeks to build the kingdom of God and proclaim the Gospel to the community by fostering pastoral care through common action and participation in deanery planning.
- II. The Deanery Council represents the concerns of the people and the parishes of the area. The council makes recommendations based on the discussion and study of issues concerning them. Recommendations regarding issues that affect more than the deanery are sent to the bishop, or the Diocesan Pastoral Council or the appropriate diocesan office. Recommendations that affect the deanery can be implemented with the cooperation of the member parishes.
- III. Members of the Deanery Council consist of two lay representatives from each parish in the deanery, the Diocesan Pastoral Council Representative and the Dean. The method of selection for the lay representatives is the responsibility of each parish. Smaller parishes may choose to select only one representative. It is recommended that the selection is the result of a process that engages the parish pastoral council or the entire parish membership. It is recommended that the lay members serve for a minimum of two years. Alternating years of selection of the two representatives of a parish is suggested. Deaneries may also choose to have pastors and other clergy as members of the council. Other organizations and institutions that serve the Catholic community may be invited to participate on the council if there is a consensus among the council members.
- IV. The Leadership of the Deanery Council along with the Dean is suggested to be a Chairperson and Second Officer (Additional officers such as Treasurer may be designated if the need arises). They prepare agendas and provide needed information and resources for the council in a timely manner. The Chairperson facilitates the meetings of the council. The Second Officer assumes the duties of the Chairperson in case of absence or resignation. The Deanery Council selects the officers.
- V. Meetings of the Deanery Council take place in the months of September, November, January, March and May. These are the alternate months of the Diocesan Pastoral Council Meetings and allows for communication between them. Meetings are open and announced to all in the deanery. It is recommended that the council have a volunteer to record meetings and history and be responsible for correspondence.
- VI. The Deanery Council's scope and responsibilities are as follows:
  - A. Each Deanery Council develops procedures for meetings, mindful that prayer, openness, participation and order are important elements.
  - B. The Deanery Council may form an Ad Hoc committee for a current issue.
  - C. The Deanery Council may discuss and research issues of concern to a deanery. This may lead to recommendations made to member parishes, the Diocesan Pastoral Council or diocesan offices.
  - D. Additions or revisions of these guidelines are the responsibility of the Diocesan Pastoral Council.
  - E. The Deanery Council is encouraged to form a mission statement and guidelines specific to that deanery as a supplement to this general one.