

## Position Description for Parish Pastoral Council (PPC)

**Position Title:** Member of the PPC

**Purpose of Position-** Advise the pastor on matters relating to the mission of the parish: Engaging in God's Service.

### **Responsibilities:**

- Attend monthly meetings of the PPC. Faithful attendance at meetings is very important for purposes of continuity and consistent communication.
- Prepare for PPC meetings by reading materials ahead of the meeting as requested.
- Become a member of an existing commission or large ministry, and to act as PPC liaison to this commission or ministry.
- Attend other special meetings as requested (e.g. Council of Ministries. New Parishioner Dinner)
- Engage in the parish community in order to understand how church members feel about status and direction of Guardian Angels.

### **Expectations**

- 100% attendance at all PPC meetings is not expected. However, PPC members are expected to attend most meetings. (e.g. 75% attendance)
- Communicates effectively and works cooperatively with others.
- Willingness to participate in prayer and reflection to discern where God is working in our ministries.

**Amount of Time Required:** Monthly PPC meetings are normally 1.5 hours in duration. Commissions meet periodically (monthly, quarterly, occasionally) for 1 to 2 hours per meeting. The PPC will typically meet for a retreat in late summer or early fall for 1/2 day. Preparation time for meetings is also needed.

**Length of Commitment:** 3 year term. PPC year begins in August and ends in June. A PPC member may serve two terms.

### **Training Provided:**

- PPC informational binder.
- Ongoing support from staff and other PPC members.

**Responsible To:** Chair of the PPC

Last Updated- March 2018