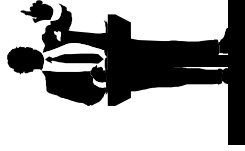


ARCHDIOCESE OF BALTIMORE
Division of Clergy Personnel

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Commonly Asked Questions



Brief Overview of Pastor Placement Process

1. The vacancy is identified (retirement, death, term limit, resignation, reassignment)
2. The vacancy is announced to the priests of the Archdiocese via area priests meetings, monthly newsletters and information upon request. The Archdiocese has an 'open-listing' process.
3. Placement Committee of the Priest Personnel Board receives names from priests who nominate themselves. The Committee, Board and Vicars may also request that a name be considered.
4. Parish Consultation Process is initiated.
5. Once the Consultation Process is complete the Board, in light of the parish's particular needs and identity, then discusses the list of names.
6. The Board prioritizes the list. The list is discussed with the Ordinary and Vicar Bishops to determine who will be the next pastor (Pastoral Leader).
7. Once selected by the Bishop, the candidate is called by the Office to inform him that he has been selected to be pastor of the parish. One may refuse an assignment.
8. If he accepts, the details of transition are discussed (announcement in parish, Catholic Review, effective dates, moving dates). If he declines the alternate choice selected by the Archbishop is asked.

Winter 2009

To: Parishioners of the Church of the Resurrection

From: Rev. Jay O'Connor
 Director, Division of Clergy Personnel

We look forward to working with you over the next few months as the Office of Clergy Personnel consults with the Priest Personnel Board to offer recommendations to Archbishop Edwin O'Brien as to the next Pastoral Leader of your parish. It is our hope to discover as much as possible about the Church of the Resurrection in order for the best possible appointment to be made. The process that has been developed is explained in this brochure.

Your thoughts and hopes are needed so that as full as possible profile of the parish is seen. You are encouraged to participate in the 'Listening Phase' so that the office can hear from you what makes your parish a healthy and vibrant community. The listening session will be Wednesday, January 14, 2009 from 7:30 pm to 9 pm.

We wish to thank Msgr. James McGovern for his years of ministry to the parish and to the Archdiocese as he enters into this new phase of his own ministry. Our thoughts are with him during this time of transition. May the Holy Spirit guide us all in the discernment. Please know that our office is always available if you have questions or needs.

Does the parish get to interview the candidates?

No, the consultation process is the forum whereby the parish has its opportunity to give input into the discernment.

Why can't we vote on them?

The process is an appointment process by the Archbishop (Roman Catholic tradition). The Church is not a 'Congregationalist' church whereby the leader 'works' for the parish. The priest 'serves' a particular parish community within the Archdiocese.

Are the names on the list or those who submitted their names revealed to the parish?

No, those who submitted their names most likely have not informed their present parish that a transition is desired. In the event the priest is not offered the position, his present parish may feel he 'really does not want to be here anymore.' The number of priests who have requested the parish is not revealed to any parish in the event that one particular parish has no one place their name on the list.

Parish Consultation Process

OBJECTIVE:

The objective of the Parish Consultation is to provide a thorough, clear, concise, informative; and current picture of the strengths, needs and issues facing a particular parish. The profile assists the:

- Pastoral Leader who is named to have an idea as to where the parish is in its history at this time. It gives that Leader a head start as to what will be faced as the assignment begins.
- Parish as it reflects on itself, its ministry and its mission.
- Placement Committee of the Priest Personnel Board in its deliberations as to whom should be recommended to become the next leader of the parish community.
- Potential applicants for the pastorate to discern whether they wish to apply for the Position.

PROCESS:

The Office of Clergy Personnel initiated the Consultation process in consult with the staff to see how best to orchestrate it at the parish. The Office met with the Council to review the process and to seek their cooperation as well.

The Process has three major phases:

Gathering Phase:

- a. Pastoral Leader and Staff: The outgoing Pastoral Leader and staff of the parish are invited to present their views on the parish and their ministry with the parish. Each is given reflection questions to formulate their thoughts.

- b. Committees & Councils:

Each of the following organizations (if existing) receive a packet to be completed by the membership of the organization, not just one member of the organization.

Parish Council	Development
Religious Education	Pastoral Care
Youth Ministry	Social Justice
Properties	Worship
Finance	School
Evangelization	Others as needed

- c. Other Committees: any committee or organization not represented above is given an opportunity to have input into the process.

Listening Phase:

There will be a brief general session outlining the process then an opportunity in smaller groups to share your thoughts as how the Church of the Resurrection has been a healthy parish and further ways it can develop in the areas described below. **Wednesday, January 14, 2009 from 7:30 pm to 9 pm.**

CRITERIA FOR A HEALTHY PARISH

I. Structural Criteria: What Our Church is

1. COMMUNITY: A healthy parish will have a strong sense of itself as a community of faith, called by God, united in Christ, led by the Spirit.
2. LAY MINISTRY: Members will participate actively in the leadership of the parish and in staffing its various ministries.
3. PASTOR: The pastor of a healthy parish knows the people and they are comfortable with him; he presides well at liturgy; he announces in personal life as well as in homilies both the comfort and the challenge of the gospels; he helps his people experience the empowering and demanding love of God.
4. STAFF: They are adequate in number, properly trained for their ministries, have a sense of the purpose of the parish, and cooperate in achieving parish goals.

II. Functional Criteria: What a Church does

5. PARTICIPATION: Members of a healthy parish will participate in its life and activity.
6. VITALITY OF WORSHIP: A healthy parish will see the liturgy as the point to which all else leads and the font from which all else flows; to make liturgy alive, resources will be devoted as necessary.
7. RELIGIOUS EDUCATION & SPIRITUAL FORMATION: A healthy parish is strongly committed to the religious education and spiritual development of its adults, youth and children; people feel a need to keep growing in Christ.
8. EVANGELIZATION: A healthy parish experiences the call of Christ to spread the Gospel and responds with active programs; the RCIA is seen as a vital part of parish life.

II. Functional Criteria: What a Church does (continued)

9. SERVICE TO THE POOR: A healthy parish, in line with the Church's preferential option for the poor, will direct its services especially to the poor.
10. PRESENCE TO THE NEIGHBORHOOD: A healthy parish is involved in the life of its surrounding neighborhood, in cooperation with others, ecumenically and civilly.
11. OTHER SERVICE MINISTRY: A healthy parish will embody a variety of other forms

III. Supportive Criteria: What a Church needs

12. SIZE OF COMMUNITY: A healthy parish has enough people, especially in their active years, to take on all the ministries seen to be necessary.
13. FINANCIAL CONDITION: A healthy parish has enough financial resources to be able to carry out its work without placing undue strain on its people.
14. FACILITIES: A healthy parish has facilities that are useful for its life and work and are being maintained in acceptable condition.

Review Phase:

Once all the material from the staff, committees and listening phase has been submitted, the Division of Clergy Personnel along with representatives from various departments of Central Services reviews it. The review is shared with the Parish staff, the parish council, and the parishioners at a meeting attended by the Office (and possibly members of Central Services). The purpose of the meeting is to assure that the thoughts and comments from the review are accurate before submitting the review to the Priest Personnel Board.

The process may vary due to the circumstances at the parish.