

# Parish Pastoral Council Information Kit

## Annual General Meeting (AGM) - May 29, 2018

### Why Parish Pastoral Council (PPC) Matters

The Parish Pastoral Council (PPC) is a unique parish body responsible for providing policy governance advice to the Pastor on all pastoral matters affecting Annunciation of the Lord Parish. The PPC's governance role embraces the big directional questions that face the parish in our rapidly evolving world such as

- Recommending the vision, mission and policies enabling the parish to become an effective evangelization force in our community;
- Setting high level goals, structures, and processes that support effective leadership and management of pastoral programs carried out by staff and volunteers;
- Ensuring that the Parish functions consistently with the teachings of the Catholic Church, Canon Law, and the Archdiocesan Guidelines.

Over the last couple of years, the role, meetings and functioning of Annunciation's PPC has been adjusted to ensure that it focuses exclusively on advising the Pastor on the critical governance role described above. To cement this in place, a new provisional constitution has been in effect since May 2016.

As a potential member of PPC, you would participate in ensuring that sound choices are made to advance the pastoral mission of the parish. This is an exciting time and we need committed individuals to represent the voices of the parish community to ensure that the future direction of parish truly empower "bringing the joy of the Gospel" to reach to all people of good will. As a PPC member, you will have the opportunity to shape how the Parish relates to the outside world, and how it builds loving relationships within.

Without a doubt, the importance of an effectively functioning PPC to our future direction cannot be overstated. We are seeking capable and enthusiastic parishioners who have a heart for the New Evangelization to be elected as members to PPC.

It is my fervent wish that you will prayerfully consider serving our parish as a member of PPC. Please use the enclosed **Candidate Form** to communicate your suggestion for a potential candidate for the PPC. Successful nominees will be presented at the Annual General Meeting on Tuesday, the 29<sup>th</sup> of May 2018.

Yours in Christ,

Rev. Yves Marchildon, CC  
Annunciation of the Lord Parish

## Nomination Process

The nomination process proceeds in three phases:

1. Phase one: Invitation for Nominations via the Sunday Bulletin - **April 21 & 22, April 28 & 29 and May 5 & 6, 2018** and via the website from **April 21 to May 14, 2018**.
  - a. Parish Pastoral Council Information Kit provided to potential candidates.
  - b. Candidate Forms (see pages 4 and 5) must be completed and submitted to the Nominating Committee no later than **May 14, 2018**.
2. Phase two: Review of proposed nominations by the Nominating Committee<sup>1</sup>
  - a. Verify that nominees meet the eligibility criteria.
  - b. Meeting with nominees to answer questions and briefing prospective candidates.
  - c. Nominating Committee publishes all qualifying nominations at Sunday masses, in the Bulletin, and the Parish website by **May 25<sup>th</sup> and 26<sup>th</sup>, 2018**.
3. Phase three: Nomination or Election of Members: The list of nominees will be placed before the AGM on **May 29<sup>th</sup>, 2018** by in the form of a motion to adopt the report of the Nominating Committee. Nominees will be called to make brief comments on their candidacy and their interest in serving on the PPC. Should the number of nominees exceed the required number of positions available, an election by way of a ballot of the general membership in attendance will be held.

## Eligibility Criteria for PPC Membership

Becoming a member of PPC offers a unique opportunity to make a significant contribution to the future direction of the Parish but it also comes with certain demands. Firstly, there are a few important general qualifications to meet:

- A Catholic in good standing with the Church.
- Attends (at least) weekly Sunday Mass (predominantly at AoLP).
- Undertakes to represent the voice of parishioners on the council, not just a personal view/opinion.

Secondly, members are required to make a conscious commitment to:

- Attend at least 6 PPC meetings per year including reading of background papers, reports and prayerful consideration of the issues facing the Parish.
- Become familiar with the Parish vision plan and mission as reflected in AoLP's Pastoral Strategy and be open to new ideas.

---

<sup>1</sup> Nominating Committee is chaired by the Pastor and comprises of at least one current member of PPC, one current member of the Pastor's Leadership Team (PLT), one ministry member and one person from the general parish membership.

- Have a visible presence at Sunday Masses as a representative of the PPC as well as other parish events especially the Parish Feast Day, Parish Picnic, AGM, and any other events requiring a PPC presence.

A PPC Candidate Form follows on the next pages to facilitate any parish member wishing to suggest candidates (including themselves) for the consideration by the Nominating Committee.

As well, any parish member can suggest someone or themselves whom they believe would make a good candidate by contacting members of the Nominating Committee named at the end of the Candidate Form (see page 5).

Nominating Committee:

Chair: **Fr Yves Marchildon, CC**

Parish Pastoral Council (PPC) Representative: **Cristy Ombac-Orr** at 613 220 4430 or [ombac@hotmail.com](mailto:ombac@hotmail.com)

Parish Leadership Team (PLT) Representative: **Dawn Roach** at 613 746 6756 or [rdawn@rogers.com](mailto:rdawn@rogers.com)

At Large: **Randy Milburn** at 613 830 0715 or [rjamilburn@gmail.com](mailto:rjamilburn@gmail.com)

**Randy Orr** at 613 769 9412 or [randy.orr@cic.gc.ca](mailto:randy.orr@cic.gc.ca)

# Annunciation PPC Candidate Form

## Part 1: Nominator

I, \_\_\_\_\_, a parishioner in good standing do hereby nominate  
*(name of nominator)*

\_\_\_\_\_ as a candidate for election to the Parish Pastoral Council.  
*(name of proposed candidate)*

\_\_\_\_\_  
*(signature of nominator)*

\_\_\_\_\_  
*(date)*

---

---

## Part 2: Candidate

I, \_\_\_\_\_, a parishioner in good standing, agree to allowing my name  
*(name of proposed candidate)*

for consideration by the Nominating Committee as a possible candidate for the Parish Pastoral Council:

Please provide a brief summary of your talents that you would like to share with the parish. If you require more space, please attach another sheet.

Please provide your responses to the following questions:

1. Please indicate the number of years as a member of AoLP: \_\_\_\_\_
2. Ministries involved with at AoLP or elsewhere: \_\_\_\_\_
3. Parish Councils or Committees previously served on at AoLP or elsewhere: \_\_\_\_\_  
\_\_\_\_\_
4. Please identify which weekend mass usually attended: \_\_\_\_\_
5. Please identify any parish/community constituency you are comfortable with representing as a member of the PPC: \_\_\_\_\_

6. Please briefly describe the skills, values and experience that you bring as you serve on PPC:

---

---

---

---

---

---

---

\_\_\_\_\_  
*(signature of proposed candidate)*

\_\_\_\_\_  
*(date)*

**Your Contact information:** Phone: \_\_\_\_\_ Email: \_\_\_\_\_

For any questions about the nomination process, please contact Dawn Roach at [rdawn@rogers.com](mailto:rdawn@rogers.com), Randy Milburn at [rjamilburn@gmail.com](mailto:rjamilburn@gmail.com) or Randy Orr at [randy.orr@cic.cg.ca](mailto:randy.orr@cic.cg.ca)