

TEACHING

The Parish Life Coordinator

- Oversees the evangelization, catechesis, and spiritual development of the parish community
- Teaches as a leader of the faith community and preaches when canonically appropriate
- Provides for sacramental-preparation programs, including the Rite of Christian Initiation of Adults
- Supervises and communicates regularly with the Director of Religious Education, school administrator and staff

The Sacramental Priest

- Has as a primary responsibility preaching the word of God
- Is a trained resource to all involved in the teaching ministry

PASTORAL SERVICE

The Sacramental Priest

- Serves as a pastoral counselor and a spiritual resource when available and requested
- Administers the sacraments of Anointing of the Sick and Reconciliation
- Counsels troubled families and marriage partners and is available in times of tragedy

The Parish Life Coordinator and the Sacramental Priest collaborate in:

- Providing a pastoral presence at parish prayer, programs, and events, as well as with parishioners at important moments in their lives
- Encouraging parish communities to evangelize
- Fostering a spirituality of discipleship and promoting the stewardship of time, talent, and treasure
- Planning funerals and vigils
- Marriage preparation and planning weddings

ROMAN CATHOLIC
ARCHDIOCESE
of DUBUQUE

PARISH LIFE COORDINATOR
AND SACRAMENTAL PRIEST
—WORKING TOGETHER—
TO BUILD THE KINGDOM

*A Message on
Parish Leadership*



WORKING TOGETHER TO BUILD THE KINGDOM

The Parish Life Coordinator model of leadership is being expanded in the Archdiocese of Dubuque. As fewer priests are available to serve as full-time pastors of parishes and as deacons, religious, and the laity have answered the Holy Spirit's call to ministry, the Archbishop has appointed Parish Life Coordinators to oversee the general operation of some parishes.

Parish Life Coordinators are the visible leaders of the parish, supervising the parish staff and working with committees as well as with Archdiocesan agencies and offices. They work closely with Sacramental Priests to provide quality spiritual and pastoral care to parishioners.

The Sacramental Priest and the Parish Life Coordinator cooperate in the areas of worship, administration, teaching, and service. Highlights of their respective duties follow.

WORSHIP & SPIRITUAL LIFE

The Sacramental Priest

- Presides and preaches at celebrations of the Eucharist
- Celebrates baptisms, weddings, and Anointing of the Sick and Reconciliation services
- Presides at parish funerals

The Parish Life Coordinator

- Leads or provides for the leading of Sunday celebrations in the absence of priests
- Preaches when pastorally and canonically appropriate
- May preside at funeral vigils
- Serves as a pastoral counselor and a spiritual resource

The Parish Life Coordinator and the Sacramental Priest collaborate in:

- Providing for and overseeing the sacramental life of the parish
- Recruiting and training liturgical ministers
- Working with the liturgy committee to plan parish sacramental celebrations

ADMINISTRATION

The Parish Life Coordinator

- Enables the parish community to articulate its vision and mission in light of the Gospel call
- With the pastoral council, discerns the spiritual and pastoral needs of the people
- Develops programs to meet those needs
- Recruits and develops parish staff and volunteers
- Supervises all areas of personnel management
- Supports collaborative efforts of staff, volunteers, and parishioners
- Manages the facilities, stewardship, accounting, and budget of the parish
- Has primary responsibility to implement the policies of the Archdiocese of Dubuque

The Sacramental Priest

- Serves as a resource as the parish develops its vision and mission in light of the Gospel call
- Assists in the discernment of parishioners' spiritual and pastoral needs
- Collaborates in programs that meet those needs
- Assists in the faith formation of parish staff and volunteers