

THE PARISH OF OUR LADY & ST THERESE, ESSENDON

PARISH LEADERSHIP TEAM CHARTER

JUNE 2026

Mission Statement

At The Parish of Our Lady & St Therese, Essendon we aspire to be a hospitable and compassionate community with a contemplative heart. Enlivened by the spirit, we treasure our traditions, we hope and trust in God's dream for us, and we carry God's love in service to all. We strive to witness the Good News in our local community by fostering the spiritual growth of our members through prayer & worship, service & outreach and education & faith formation.

The Parish Leadership Team (PLT) aims to nurture, enable and facilitate this mission by:

- Fostering further growth and development of the faith and spirituality of our parishioners;
- Developing a greater lay involvement in parish leadership roles;
- Building a greater sense of parish community;
- Engaging and retaining our youth and young adults; and,
- Embracing the example of our patron Saints and building our support for those in need.

Role of the Leadership Team

The parish is a Eucharistic community led by its priest. Parishioners are called to work in close union with the priest bringing to the Church community their various talents.

The role of the PLT is to respond to the call "to collaborate in every apostolic and missionary undertaking sponsored by their own beliefs and parish community."

Members of the PLT work together to give practical expression within the parish to the Church's mission of salvation in the world.

Responsibilities of the Leadership Team

Responsibilities of the Leadership Team include:

- Collaborating with the parish priest in providing direction and oversight for all pastoral aspects of parish life;
- Establishing parish pastoral priorities with goals and objectives;
- Engaging parishioners in the spiritual and pastoral life of the parish; and,
- Ensuring the various ministries of the parish and their leaders are well supported.

Membership

The PLT is comprised of priest, parish office representative and parishioners selected for their abilities to contribute to the life of the community. The PLT will normally consist of the following members:

- Parish Priest;
- Parish Manager
- Pastoral Associate (where one is appointed); and,
- Members of the parish community invited by the Parish Priest due to their faithful commitment and capacity to contribute to the needs and life of the parish.

The identities of PLT members should be published and available to parishioners.

Term of Office

Members hold office for two years. Members who serve two consecutive terms of office will not usually be eligible for a third consecutive term. Members will normally arrange their retirement to ensure no more than half of the members retire within the same year.

If a member is absent for four consecutive meetings of the PLT, the Parish Priest or Chairperson will contact that member to discuss whether their membership should continue.

Election of Members

At a time when the number of applicants for membership increases beyond the reasonable capacity of the PLT, a process of nomination and parish elections may be considered. Until then discernment of suitability for membership will remain the responsibility of the parish priest.

Conduct of Meetings

The Executive of the PLT shall consist of:

- Parish Priest
- Chairperson
- Deputy Chairperson (if applicable)

A quorum at meetings shall be at least half the membership of the PLT.

The PLT shall normally meet once every month from February to December, or other agreed frequency. Additional meetings may be called as required.

Minutes will be kept of all meetings of the Parish Leadership Team by one of the team present at the PLT meeting.

The PLT will accept written submissions for consideration from parishioners at any time.

Date Adopted: 03/06/2026

Signed..........(Parish Priest)