

KEY TERMS

Administrator

A priest assigned to a parish grouping to lead each of the parishes within it. An administrator has all the rights and responsibilities of a pastor but does not have a specified term. During the first year of transition his primary focus, together with his clergy team, is to build relationships with and among the parishioners.

Category

A timeline that will guide the grouping toward merger in an appropriate length of time. Ideally, groupings in Category A will complete this process by the end of 2020. Those in Category B will have until the end of 2021. Groupings in Category C will have until the end of 2023. During this time the groupings will study and make a recommendation about which buildings will best serve the new parish.

Clergy in Diocesan Administration

A bishop, priest or deacon whose is appointed to assist the diocesan bishop in the administration of the diocese. He may or may not reside within a grouping and may or may not be assigned to ministry in a grouping. If a priest in diocesan administration is not assigned to ministry in a grouping, he may nevertheless celebrate weekday and weekend Masses throughout the diocese, as he is able. However, he is not considered in determining the maximum number of weekend Masses in a grouping.

Clergy Team

A group of priests and deacons assigned to serve in all parishes within a parish grouping as they work toward the establishment of a new parish.

Deacon

An ordained man who is not a priest but is assigned to exercise his ministry in collaboration with priests, especially in the areas of service and charity. Those ordained as permanent deacons may or may not be married. Deacons assist at Mass, can preach and celebrate baptisms. They can also celebrate weddings and funeral rites outside of Mass. Deacons cannot celebrate Mass, hear Confessions nor celebrate the Anointing of the Sick. They also assist with faith formation of all ages. Deacons may be assigned to service in institutions such as hospitals, nursing homes and prisons, and often work with the poor, those with disabilities, and others in need of special pastoral care.

Deacon Administrator

A permanent deacon who is assigned to a grouping with responsibility for certain aspects of the administration of the parishes in that grouping. He works in close collaboration with the priest administrator providing for the needs of the grouping.

Institutional Chaplain

A priest or deacon assigned to full-time ministry in institutions such as major hospitals or universities. While they may reside in a parish grouping, institutional chaplains who are priests may not typically be available to celebrate weekday and weekend parish Masses because of their responsibilities in the institution. (See Parish Chaplain below)

Interim Mass Schedule	An interim Mass schedule will be implemented when the parish groupings take effect on October 15, 2018. Each newly assigned administrator will work with the current pastors/administrators to create this schedule, based upon the maximum number of weekend Masses possible (see below). Within six months, the administrator will evaluate the interim Mass schedule to determine if any adjustments are required.
Maximum Number of Weekend Masses	The maximum number of weekend Masses per grouping has been determined based on the number of priests assigned and other factors. This includes Saturday evening and Sunday Masses.
Parish Chaplain	A priest assigned to a grouping who ministers at the institutions (e.g. nursing homes, jails, community hospitals) within its boundaries. He also celebrates weekend Masses in the parishes in the grouping.
Parish Grouping	In most cases, two or more neighboring parishes that will work with their clergy to one day become a new parish. In cases where a grouping is only one parish it is because that parish was recently formed by a merger of multiple parishes. The parish groupings take effect on Monday, October 15, 2018.
Parochial Vicar	A priest assigned to the parishes in a grouping who works in addition to and in collaboration with the administrator/pastor.
Resident Priest	A priest who resides at one of the parishes in a grouping, but who is not assigned to ministry within the grouping. He may celebrate weekday and weekend Masses both within and outside of the grouping, if he is able, but is not considered in deciding the maximum number of Masses per grouping.
Retired Priest	A priest who, after years of selfless service, is no longer assigned to ministry due to age or infirmity. Retired priests may live at a parish, in the diocesan residence for retired priests or in a private residence. While not required to do so, many retired priests choose to celebrate weekday and weekend parish Masses. However, they are not considered in deciding the maximum number of Masses per grouping.
Senior Parochial Vicar	An experienced priest, often a former pastor, now serving as an assistant to the administrator or pastor. This relieves older priests of the burden of running a parish or grouping, and it allows them to fully exercise their gifts for pastoral care, preaching and other ministries.
Team Ministry	A group of priests who work in tandem to serve the parishes in a grouping. Led by a moderator, these priests share in the responsibilities of parish life, ministry and administration. Priests in team ministry may also be assisted by deacons in providing for the needs of the parish.