

COMMISSION ON MINISTRY: Structure and organization.

1. The whole Commission will:

- a. Elect a chair, lay or ordained in the month of June to take office upon election.
- b. Appoint other officers and form committees as needed.
- c. Receive and authorize grants for continuing education in ministry.
- d. Receive reports of sub-committees and standing committees of the Commission and gives assent to canonical actions of the standing committees.
- e. Meet regularly on the second Tuesday of the month, excluding July and August, and provide time at these meetings for sub-committee work.
 - i. Every other month the Lay Committee may meet off-site to accomplish their work while the Priesthood and Diaconate committees meet together.
- f. Engage, from time to time, in an ongoing discussion and reflection on the challenges of mission and ministry for our times.
- g. The whole commission will give assent to the actions of the standing committees by fully hearing of the spiritual journey of the aspirant before recommending postulancy and by meeting all postulants before recommending them to candidacy.
- h. Meet twice a year (typically in April and November) for interview conference days at which persons in the process for ordination to the diaconate and priesthood will be interviewed. The whole COM will discuss the interviews and discern a recommendation to the Bishop always preferring consensus, but including a vote to fulfill their canonical responsibilities. It is preferred that the Bishop be present to observe the COM conversation at the conclusion of interview days.

2. The chair of the Commission will:

- a. In consultation with the Canon for Vocational Discernment set the agenda for Commission meetings.
- b. Check with the Bishop's office to learn if the Bishop wishes to be on the agenda.
- c. Serve as an ex-officio member of all committees, and may cast a deciding vote on all matters except those that concern persons in the process of discernment.
- d. At the first meeting following Diocesan Convention invite all members to submit two preferred choices of the standing committee on which they would be willing to serve. The Chair will then appoint persons to the following standing committees:
 - i. Committee on the Laity.
 - ii. Committee on the Diaconate.
 - iii. Committee on the Priesthood.

3. The Committee on the Laity will:

- a. Gather and read material on the ministry of all the baptized.
- b. Suggest additions to our current manual to cover this aspect of our ministry.

- c. Participate in planning major events and programs that promote a deeper understanding of the ministry of all the baptized.
- d. Gather information about programs, such as EFM, that help to equip and strengthen the ministry of all the baptized.
- e. Assist in the communication of the vision that all baptized members have a ministry.

4. The Committee on the Diaconate will:

- a. Gather and read material on diaconal ministry.
- b. Review and suggest revisions to our current manual.
- c. Appoint one of its members to serve as mentor to each person who enters the process toward diaconal ministry. This person will remain in that role for the duration of their term.
- d. In the event that the committee is uncertain about a person's call to this ministry, it will consider recommending that the aspirant seek further discernment with one of the other committees.

5. The Committee on the Priesthood will:

- a. Gather and read material on priestly ministry.
- b. Review and suggest revisions to our current manual.
- c. Appoint one of its members to serve as mentor to each person who enters the process toward priestly ministry. This person will remain in that role for the duration of their term.
- d. In the event that the committee is uncertain about a person's call to this ministry, it will consider recommending that the aspirant seek further discernment with one of the other committees.

6. Each of these standing committees will:

- a. Have approximately six members appointed by the Chair of COM with the Committee on the Laity having at least three lay members, and each of the other two standing committees having at least two lay members.
- b. Appoint a chair and recorder from its members.
- c. Make regular reports to the full meeting of the COM.

7. Secretary of Commission will:

- a. Record all of the actions of the Commission.
- b. Receive the reports of the standing committees.
- c. Will receive all applications for continuing education grants, present them to the COM and take any necessary steps to follow-up with applicant and diocesan staff.
- d. Will meet with chair and staff as requested.

The Canon for Vocational and Leadership Development will serve as an ex officio member of the COM and each of the standing committee