

Holy Cross Province Provincial Leadership Team
Position Description:
Lay Councilors
February 2025

The Holy Cross Province (HCP) Provincial Leadership Team (PLT) is composed of:

Elected vowed members (Provincial and Provincial Consultors).
Appointed Province Director of Finance.
Appointed two (2) Lay Councilors.

The PLT:

Maintains oversight of the ministries and organizations of HCP.
Conducts strategic and organizational planning.
Ensures strong fiduciary oversight and fiscal management.
Directs Province fundraising, resource stewardship and resource development.
Approves and monitors Province ministries, programs and internal services.
Safeguards and promotes the Province's public image.
Assesses its own performance as the governing body of HCP.

RESPONSIBILITIES of Lay Councilors:

Participate in prayer, discernment and formation to encourage stewardship and growth in Province life and ministries.

Engage in ongoing dialogue with members of the Passionist Family.

Participate in monthly PLT meetings.

PLT meetings are usually two consecutive days via Zoom during normal business hours.

May and December PLT meetings are usually four consecutive weekdays (one day of travel and 3 days of meetings) in person at the Province Offices in Park Ridge, Illinois. Travel is required.

Understand that they are entrusted with the sacred care of HCP.

Commit to fully engage in this leadership position for their agreed-upon term of service.

Embrace the Passionist Charism in their lives, with the help of "The Passionist Way".

Stay informed regarding the activities and programs of HCP and the larger Passionist Congregation.

Understand the Province's mission, ministries, organizational structure, policies, internal programs and needs.

Prepare for and conscientiously participate in meetings of the PLT, including participation at the annual Province Assembly or Provincial Chapter.

Participate as necessary in the committees and projects addressed by the PLT.

Understand the financial position and activities of HCP.

Use one's personal gifts for the advancement of the mission of HCP, as well as calling forth the gifts of other members of the Passionist Family.
Maintain confidentiality regarding the internal matters of the PLT and Province.

SKILLS and EXPERIENCE preferred for Lay Councilors:

Understanding of the Province's mission, ministries, organizational structure, policies, internal programs and needs.

Embrace the Passionist Charism in their lives.

Minimum 5 years active participation in Province life, including attendance to at least one Province Assembly or Provincial Chapter.

Prayerful manner of discerning, discussing and addressing Province issues.

Collaborative work style.

Active, synodal listening.

Strategic and analytic thinking, with mindfulness.

Creativity and vision.

A member of a faith community

Leadership skills.

Verbal, written and basic electronic communication skills.

