



Parish Family Advisory Council Introduction

The Parish Family Advisory Council (PFAC) plays a key role in the Partners in the Gospel journey by providing consultation to the pastor for the development of the One Parish Plan. This document provides an overview of the responsibilities of this council. More complete information about the operation of the council can be found in the [Partners in the Gospel People Handbook](#).

Role of the Parish Family Advisory Council

This council is the pastor's go-to group to consult about Partners in the Gospel, including changes that impact the parish family, shared events, collaboration across parishes, and more. Comprised of parishioners from each parish in the parish family, this council focuses on the health of the entire parish family, looking beyond the needs of each individual community. They will be the key consultative body for the creation of the strategic pastoral plan called the One Parish Plan that will be submitted to the archbishop prior to becoming one canonical parish. They will also help ensure the necessary discernment processes are in place for the completion of the strategic pastoral plan.

Mechanics

- Parish Family Advisory Councils may include 9-12 people.
- Minimum PFAC term should be three years, with the ability to renew as needed.
- Council members should represent the age, ethnic, cultural, and economic makeup of the parish family.
- Councilmembers should have a diversity of skillsets, including ministerial, service, finance, properties and strategy.
- Schools and other parish ministries should be represented on the Parish Family Advisory Council.
- Members should represent and work on behalf of the whole parish family – and not be limited to representing their own current parish, particular interest or specific ministry.

Support for the council

The PFAC will work with several other groups, receiving support along their journey. Two key supporting groups are:

- The **Parish Family Leadership Team (PFLT)** comprised of staff members (or volunteers, where parishes lack staff), will be formed by the pastor to support the restructuring and re-envisioning for the parish family. They will be the primary staff consultation and action group for executing the activities related to Partners in the

Gospel and will assist with facilitating public events and supporting PFAC work sessions.

- **Parish Liaisons** are hired by the Archdiocese of Seattle to journey with several parish families. Each will serve as the primary local expert and guide for Partners in the Gospel and will be able to support the work done by the PFAC by answering questions, providing suggestions, facilitating discussions, etc. Liaisons will be able to provide technical support in families with severe staff/volunteer capacity challenges, but it should not be assumed that they will be doing the nuts-and-bolts work of the One Parish Plan.

Council work

Members should commit to attending a Mass at each parish in the family and learning about each parish in the family. A monthly meeting for this group is recommended, with a minimum of quarterly meetings. Additionally, the PFAC will be asked to support a number of different work activities throughout the duration of the One Parish Plan process. These activities will look different in each phase, and could include things like hosting listening sessions, running an online survey, synthesizing input, or creating an initiative report. Here is a timeline of these activities:

- **Organizing and kickoff**
(Possible start: Jan - Mar 2025, Anticipated duration: 1-3 months)
 - Familiarize yourself with the One Parish Plan process.
 - Determine an initial work schedule.
 - Determine any external support needed for your work.
- **Who are we?**
(Possible start: Apr - Jun 2025, Anticipated duration: 3-6 months)
 - Hold community consultative events around the questions of “What are our gifts?” and “What opportunities/challenges exist for us?”
 - Complete a demographic and metrics review for the parish family.
 - Complete the “What opportunities/challenges exist for us?” worksheet.
 - Review and provide a synthesis report of the parish family community input received at each consultative event.
- **Who do we want to become?**
(Possible start: Oct - Dec 2025, Anticipated duration: 6-9 months)
 - Hold community consultative events around the question: “Who do we want to become?”
 - Use the “Who do we want to become?” feedback to draft a vision statement and set of initiatives for the family.
 - Hold a community consultative event to receive feedback on the drafted vision statement and initiatives.
 - Integrate any needed changes and refine the vision statement.

- Review and provide a synthesis report of the parish family community input received at each consultative event.
- **How do we get there?**
(Possible start: Jul - Sep 2026, Anticipated duration: 6-9 months)
 - Hold one or more PFAC team sessions to complete the work of prioritizing and analyzing initiatives, and then determine potential impacts of each initiative.
 - Hold a community consultative event to receive feedback on the updated initiatives based on the prioritization and analysis work.
 - Provide a community report on the final prioritized initiatives as determined by the PFAC.
- **What will we be called?**
(Possible start: Apr - Jun 2027, Anticipated duration: 1-3 months)
 - Hold a PFAC session focused on naming. Using the approved list of names, create a proposed subset list of names for review by the community.
 - Hold a community consultative event to reflect on the proposed name list and provide final input on name choices.
 - PFAC will review the feedback and create a finalized list of 5 proposed new parish names to submit with the One Parish Plan.
- **Assembling the report**
(Possible start: Apr - Jun 2027, Anticipated duration: 1-3 months)
- **Review process**
(Possible start: July 2027, Anticipated duration: 3-6 months)
 - Receive feedback and direction on submitted reports from the One Parish Plan Review Committee.
 - Make adjustments to the plan as needed.