

ROLE OF THE DEAN

The Dean (Vicar Forane) is a priest appointed by the Bishop for a five-year term. He may be reappointed for subsequent terms at the discretion of the Bishop. In appointing the Dean (Vicar Forane), the Bishop may consult with such priests, deacons and laity, as he deems appropriate.

The Dean exercises the functions described in Canons 553 – 555 of the *Code of Canon Law*, and other applicable canons and the general law of the Church. The Dean may also receive other specific faculties as a part of his letter of appointment. The Dean is to give special attention to the following areas of pastoral concern:

1. He is to assist in the fraternal support of the clergy of the Deanery especially those in any trouble or need;
 - Foster gatherings of the priests for fellowship, formation and organizations;
 - Make regular telephone calls and e-mails to the priests of the Deanery;
 - Make visits to priests who are hospitalized or in ill health;
 - Welcome new priests into the Deanery.
2. He is to assist the pastors and parishes of the Deanery by:
 - Fostering good liturgical practice in accord with the law of the Church and diocesan regulations; for example, by encouraging implementation of the General Instruction of the Roman Missal in the parishes of the Deanery and assuring that liturgical vessels and vestments of the parish churches are kept in good order;
 - Assuring that good administrative practices enable the communities of faith to practice good stewardship in all areas of parish life; for example, convoking regular meetings of the priests of the Deanery and assuring that Parish Pastoral Councils and Finance Councils are operating in accord with the *Code of Canon Law* and diocesan regulations;
 - Promoting the continuing formation of the clergy; for example, encouraging priests of the Deanery to participate in retreats and formational programs of the Diocese.
3. He is to assist the Bishop in coordinating the parish visitation described in canons 396 – 398 of the *Code of Canon Law*, substituting for him when necessary.

The Dean is responsible for the supervision of those Deacon Assistants designated by the Bishop to assist the Dean in his exercising his functions.

December 2, 2004