

### **Advisory Council Member Job Description**

The advisory council supports the work of the ministry leader and helps ensure the ministry's health and sustainability, both now and into the future. Advisory council service is for a three-year term, renewable upon mutual agreement. Members are expected to bring their time, talent, and wisdom to their service and to embody the mission of the ministry in all their efforts.

#### **Commitment and Participation**

- Makes a commitment of time to the advisory council, including actively attending all meetings, serving on committees, and reviewing materials in advance;
- Adheres to legal and ethical standards, including respecting appropriate personal and professional boundaries;
- Volunteers for tasks and contributes personal skills and expertise to the work of the council;
- Participates in formation activities related to the Catholic identity and Dominican charism of the ministry;
- Attends major ministry events and activities, when possible.

#### **Mission and Stewardship**

- Maintains knowledge of the ministry's mission and strategic priorities and takes informed actions that support them;
- Stays aware of trends, challenges, and opportunities that may impact the ministry;
- Assists in identifying and recruiting future advisory council members, with a commitment to building a council that reflects the diversity of the community served;
- Participates in leadership succession planning;
- Supports the ministry financially to the best of one's ability, and makes it a priority for giving and volunteer service during their term.

#### **Advocacy and Support**

- Serves as an ambassador for the ministry, promoting its achievements, programs, and initiatives within the broader community;
- Maintains confidentiality regarding all council discussions and decisions;
- Accepts and supports the decisions of the Congregation, the ministry leader, and the advisory council, speaking as a unified body even when personal views differ;
- Builds respectful, collaborative relationships with fellow advisory council members and ministry personnel.