

ANNEX W

Roman Catholic Military Ordinariate of Canada



CHAPEL MODERATOR ¹ 2018-11-01

Guidelines 2020

¹¹ **Chapel Moderator are required to celebrate the Mass Pro Populo IAW CIC/83 c. 534.** The role of the Moderator is also found in Annex V, 'III', no. 28.



MILITARY ORDINariate OF CANADA ORDINAIRE MILITAIRE DU CANADA

Prot. No. 017/18

GENERAL DECREE

I, Most Reverend Scott McCaig, Bishop of the Military Ordinariate of Canada,

Having outlined in my Pastoral Letter of 1 November, 2018, on *Ministerial Complementarity. Directives for the Collaboration of Priests, Deacons and Pastoral Associates in the Canadian Military Ordinariate of Canada*, the rationale for the need of Chapel Moderators within the Ordinariate and;

Having considered the role and function of a Chapel Moderator, in accordance with the norms of canon 517, §1 of the 1983 Code of Canon Law (CIC), and canon 287, §2 of the Code of Canons for Oriental Churches (CCEO), with due regard to the context of the Roman Catholic Chapels within the Royal Canadian Chaplain Service (RCChS) and;

Having determined the role of Assistant Chapel Moderators and;

Having clarified the role of chaplain priests of a military rank higher than the Chapel Moderator and;

Having considered the role of the lay Pastoral Associates in the context of the magisterial document: "Instruction on the Collaboration of the Non-Ordained faithful in the Sacred Ministry of Priest",

Hereby decree that for the sake of the spiritual good of the faithful of this Ordinariate, the Roman Catholic Chapels within the RCChS, shall henceforward have a Chapel Moderator with potentially Assistant Chapel Moderators.

This decree shall become law one month after the date of its promulgation, in accordance with canon 8, §2 of the CIC and canon 1489, §2 of the CCEO, and published on the website of the Ordinariate,

Given at the Chancery of the Military Ordinariate of Canada, with our signature, the signature of the notary and the seal of the Chancellery, this First day of November, two thousand and eighteen, Feast of All Saints.


+Scott C. McCaig, CC.
Military Ordinary of Canada


Fr. (Maj.) Lester Mendonça, STB, JCL
Chancellor





PRIEST MODERATOR

DEFINITION:

Pastoral Administratorⁱ is a lay person, a vowed religious, or a deacon who participates in the exercise of the pastoral care of a Chapelⁱⁱ entrusted to him or her and whose provision of pastoral care is supervised by a Priest Moderator (canon 517 §2).

Priest Moderatorⁱⁱⁱ is a priest appointed with the powers and faculties of a pastor to supervise pastoral care provided to a chapel a Pastoral Administrator in virtue of Canon 517§ 2. He is the canonical pastor of the chapel.

Sacramental Minister is a priest who assist celebrating sacraments and providing other designated priestly ministry in collaboration with the Pastoral Administrator and Priest Moderator.

MINISTRY

When a Pastoral Administrator is appointed to a chapel or lack thereof, the Ordinary will also appoint a Priest Moderator and Sacramental Minister(s) to that chapel for a specified term. The role description addresses broad areas of responsibility.

ACCOUNTABILITY

The priest moderator is appointed by the Ordinary and is **accountable** to him. An effective Priest Moderator is a person of discernment who desires to empower the Pastoral Administrator through a consultative approach.

ROLE

The role of the Priest Moderator is supervisory since he has the canonical power and faculties reserved to a pastor (e.g. witness marriage, dispense from obligations, etc.) However, while ensuring chapel compliance with Canon Law and Ordinariate policies, the Priest Moderator allows the Pastoral Administrator to manage daily activity and to make most normal pastoral decisions. The Priest Moderator is an advocated for the Pastoral Administrator. He knows when and how to share his experience in a way that is encouraging, confirming, challenging and inspiring to the Pastoral Administrator.

While the primary relationship of the Priest Moderator is with the Pastoral Administrator, the Priest Moderator will also cooperate with and support the Sacramental Minister(s) of the parish.

RESPONSABILITIES

In particular, the Priest Moderator will:

- a) nurture a collaborative relationship with the Pastoral Administrator and the Sacramental Minister and foster a sense of team unity, openness, respect, understanding and cooperation;
- b) meet regularly with the Pastoral Administrator to discuss parish needs, policies and procedures;
- c) familiarize himself with the pastoral, communal and liturgical life of the military chapel;
- d) represent the parish in juridical and canonical affairs in collaboration with the Pastoral Administrator;
- e) review annual financial report and discuss any matters of concern with the Pastoral Administrator;
- f) preside at weekend liturgies at least once a month;
- g) to provide input to the bishop or his curia at times of performance appraisal for the Pastoral Administrator;
- h) ensure implementation of all relevant diocesan directives and church teaching;
- i) be available for consultation and advice on any non-routine matters (e.g. conflict, Bishop visit etc.);
- j) be available to the bishop and his staff for meetings regarding the ministry of pastoral administrator;
- k) provide delegation to Sacramental Minister for witnessing marriages as need arises;
- l) review quarterly the sacramental registers and the Pre-Marriage Investigation Book to ensure that entries are properly made and all necessary dispensations, permissions, and delegations have been obtained;
- m) oversee the functioning of the chapel finance and pastoral councils.

ⁱ A Faith Center Coordinator (FCC) is a military terminology within the Royal Canadian Chaplaincy Service (RCChS) and the appointment is made by the RCChS and/or local chaplain supervisor i.e., not the Ordinariate. This military position defines the FCC as a person < in charge > of a Defence chapel, it's management and activities for various faith denominations. Not all chapels are faith specific or single purpose use.

Henceforth, as this is not an ecclesiastical office of and by the Ordinariate, we want to stress that the FCC is NOT a Parish Administrator as the Catholic Church understands it as we have no control over who will be nominated into this position.

ⁱⁱ The Ordinariate doesn't have parish or quasi parish erected as such IAW with our Statutes as we operated within the confines of CAF establishments and the so-called buildings do not belong to the Ordinariate as they are owned, managed and administrated by DND via the local Commanding Officer.

ⁱⁱⁱ IAW Code of Canon Law c.517 §§1-2 whilst respecting the military FCC concept.