

BYLAWS – CSJ MISSION EDUCATION COMMITTEE

CSJ Mission Education Committee. The CSJ Mission and Education Committee shall be comprised of Board members, Sisters from the Province and/or individuals with an affiliation with the Province. They are entrusted with ensuring that the mission of the organization aligns with the charism, mission and values of the Province as well as the future direction of the Province and the Congregation. They shall provide occasional opportunities for the Board of Directors to experience the spirit of the Sisters of St. Joseph.

CSJ MISSION EDUCATION COMMITTEE CHARTER

PURPOSE

The CSJ Mission Education Committee (“Committee”) will ensure that the mission of the organization aligns with the charism, mission and values of the St. Paul Province as well as the future direction of the Province and the Congregation of Sisters of St. Joseph of Carondelet. The Committee will provide opportunities for the Board of Directors to experience the spirit of the Sisters of St. Joseph.

MEMBERSHIP

The CSJ Mission Education Committee shall be comprised of Board members, Sisters from the Province and/or individuals with an affiliation with the Province. The President is an ex-officio non-voting member of the Committee.

The Board Chair, in consultation with the President and the Nomination and Governance Committee Chair, appoints the Chair of the CSJ Mission Education Committee and affirms its members.

CHAIR

The Chair is responsible for scheduling meetings, drafting the meeting Agenda, spiritual centering and reading the modified DEI Statement, and has the authority to call special meetings as needed or reschedule regular meetings, so long as all Committee members are provided reasonable notice.

The Chair will ensure that minutes for all Committee meetings are taken and stored on a Board of Directors shared document platform in a timely manner following each Committee meeting. They may delegate this responsibility to another Committee member or staff.

MEETINGS

Meetings will be scheduled as often as needed, so long as all Committee members are provided reasonable notice (three to five days).

RESPONSIBILITIES/DUTIES

The CSJ Mission Education Committee performs all duties as requested or required by the Board of Directors.

The Committee is specifically responsible for the following responsibilities and duties:

1. Arrange opportunities for Committee members to explore and expand their understanding of the charism, mission and values of the Province and the future direction of the Province and Congregation.
2. Conduct periodic discussions with program directors and staff members for the purpose of learning their views on how programs express Province and Congregation mission and direction.
3. Explore ways to tell the story of how the programs within the organization carry out the mission and future direction of the Province and Congregation.
4. Develop methods of assessing the alignment of the mission of the organization with the charism, mission and values of the Province and the future direction of the Province and Congregation.
5. Request that the President provide annual goals and data that support organizational alignment with mission and Province and Congregational direction.
6. Plan and host regular opportunities for the Board of Directors to explore and expand their understanding of the charism, mission and values of the Province as well as the future direction of the Province and the Congregation.
7. Develop annual goals for the Committee.
8. Annually evaluate effectiveness of the Committee. Review its purpose and duties and recommend any proposed changes to the Board.
9. Provide training/onboarding resources to ensure new Board members' understanding of the CSJ's charism, mission and values of the St. Paul Province.