

DIOCESE OF GREAT FALLS - BILLINGS

**DUTIES AND RESPONSIBILITIES OF TERRITORIAL VICARS  
(VICARS FORANE)**

Each vicar forane will serve a five-year term, and may be appointed for a second term.

Priests in each vicariate, as well as the pastoral administrator(s), nominate one of their priests to be vicar. Then the bishop makes the appointment.

Canon 555 serves as a resource to form the vision of ministry for the vicar forane. It is most useful when interpreted from a pastoral perspective that places the vicar at the service of his brother priests as well as the bishop. The principle of subsidiarity is always to be respected, so some aspects of Canon 555 may be fulfilled in other ways in our diocese, e.g., the Office of Vicar for Clergy, etc.

Of particular note regarding Canon 555, the vicar forane is called upon to make sure that the sacramental record books are correctly inscribed and duly cared for in the parishes of his vicariate. He is to view and sign the books at least once during his term, more frequently if convenient.

The vicar forane is also responsible for sharing urgent information from the bishop with the priests and administrators of his vicariate.

From time to time the vicar forane may be asked to assist in selecting delegates or other vicariate representatives for diocesan commissions or councils.

The vicar forane is to arrange at least four vicariate meetings each year with the priests and administrators (at convenient times and locations) to respond to items on the diocesan agenda, and to items with which they, and the people whom they serve, are concerned. The vicar needs to transmit to diocesan offices, to the Priests' Council and to the bishop any concerns, requests and recommendations.

+ Anthony M. Milone  
Most Rev. Anthony M. Milone, Bishop of Great Falls - Billings

February 1, 1999  
Date