

PAX CHRISTI HISTORY AND GENERAL PROCEDURE

In 1950, the late Albert Cardinal Meyer, then Bishop of Superior, encouraged the parish women's societies to unite their groups with the National Council of Catholic Women. The intention was to more actively involve women in the work of the church on a broader scale.

At the time the "Mother of the Year" award was initiated. It was to recognize a woman's outstanding dedication given to this intention. It did, however exclude many worthy women who had no children.

In 1960, Bishop Hammes updated the award to the "Pax Christi Medal" which bears the legend Pax Christi, appearing on his coat of arms. It means Peace of Christ. This award has the wholehearted endorsement of the Bishop of the Superior Diocese.

This award recognizes the devout, hard working Christian women within our parishes. It is a way to honor these deserving women who live their faith as an example for us all.

Nominees may be either lay or religious, single or married women. Each parish nominates one woman for the award annually. In order to recognize more of the many deserving women of our Diocese, a parish is advised to choose a different nominee each year.

The Pax Christi Committee chooses up to five finalists, one from each Deanery. The finalists' dossiers are sent to the Bishop, who selects the winner. The winner is announced at the annual Superior Diocese Council of Catholic Women (SDCCW) Convention.

PROCEDURE FOR PARISH CCW PAX CHRISTI CHAIR / CONTACT

- Select a nominee
- She is to be an adult woman within the Diocese of Superior.
 - She may be either lay or religious, single or married.
 - She must be a living, registered member of the parish.
 - Besides her personal qualities, she will have done some "above the ordinary" service in the parish.
- She has used her talents in a prayerful Christian way for family, church, community, country, and global community.
- Interview nominee
- Write a dossier for the nominee and submit it to the Diocesan Pax Christi Chair
- Honor nominee at the parish level, eg:
 - Flowers and a gift
 - Create a plaque with her name to be displayed in the parish
 - Announce her nomination at Mothers' Day Mass

PROCEDURE FOR DIOCESAN CCW PAX CHRISTI CHAIR

- Copy the following pages:
 - HISTORY AND GENERAL PROCEDURE
 - PROCEDURE FOR PARISH CCW PAX CHRISTI CHAIR / CONTACT
 - GUIDELINES FOR WRITING A DOSSIER
 - NOMINATION FORM and EXAMPLE FORM
 - EXAMPLE DOSSIER
- Send copies to every parish CCW President or Pax Christi Chair in the diocese in winter.

- Coordinate the judging committee.
- Compile the dossiers from each parish in spring.
- Copy the following pages:
 - Each completed NOMINATION FORM
 - Each completed dossier
- Assign a number to each nominee in order to make them anonymous for the judging committee.
- Write the number on each nomination form and dossier.
- Copy the following pages and send to the judging committee members:
 - Each completed dossier, labeled with the nominee number
 - GUIDELINES FOR JUDGING A DOSSIER
 - SCORE SHEET, labeled with the nominee number
- Compile up to five finalists' dossiers, one from each Deanery, and send to the Diocesan CCW President and the Bishop in the spring.
- Invite the finalists to the SDCCW Annual Convention.

GUIDELINES FOR WRITING A DOSSIER

- The dossier should be typed, two to four pages, one-sided.
- The dossier should be double-spaced, using size 12 font.
- The intention is to give a brief overview of nominee's life, recognizing her meritorious achievements as well as her hardships.
 - Her history, birth to present.
 - Her outstanding qualities.
 - How she uses her God given gifts.
 - Her personal achievements.
- Considerations
 - How do the nominee's deeds reflect a gentle and steadfast spirit?
 - How does her service reflect her love for God and her neighbor?
 - How is she a role model in your parish?
 - How has she risen above hardship and difficulties to perform her works of charity and justice?
- Tell the nominee's story
 - How has she related to her own family, extended family, parish family?
 - How does she show compassion for her community?
 - How is she concerned for youth, seniors, the disadvantaged members of her community?
 - How has she served her church through activities such as Eucharistic Minister, other leadership roles or CCW officer or commissioner in the parish, deanery or diocese?
 - How has she used her time and her talent to address her concern for her community, country and the world?
 - How does she show her Christian spirit in life?
- It is important to keep her identification out of the dossier so judges do not recognize the nominee.
- No name of parish, pastor, town, or place of employment should be included.
- Each Parish CCW Pax Christi Chair or Contact submits its nominee's dossier to the Diocesan Pax Christi Chair.
- Deadline for submission is determined each year by Pax Christi chairperson.

GUIDELINES FOR JUDGING THE DOSSIERS

ROUND ROBIN JUDGING

- Pax Christi Chair assigns a number to each nominee in order to make them anonymous for the Judging Committee
- Each Committee member judges the dossiers from one deanery that is not her own (eg: East Deanery Committee Member judges dossiers from Southwest Deanery)
- The highest scoring dossier from each deanery becomes the finalist
- The Committee members return all score sheets to the Pax Christi Chair in the spring, who sends the finalists (up to five) to the Bishop up to one month before the annual convention.
- Has she served her church through activities such as Eucharistic Minister, other leadership roles or CCW officer or commissioner in the parish, deanery or diocese?
- Has she used her time and her talent to address her concern for her community, country and the world?
- Does she show her Christian spirit in life?

GUIDELINES FOR SCORING A DOSSIER

PERSONAL QUALITIES: 40 POINTS

- Do the nominee's deeds reflect a gentle and steadfast spirit?
- Does her service reflect her love for God and her neighbor?
- Is she a role model in the parish?
- Has she risen above hardship and difficulties to perform her works of charity and social and economic justice?

CHRISTIAN ACTIVITIES: 60 POINTS

- Has she related to her own family, extended family, parish family?
- Does she show compassion for her community?
- Is she concerned for youth, seniors, the disadvantaged members of her community?

SCORING

- Nominees will remain anonymous.
- Score each nominee using the score sheet.
- The nominee with the highest score will be the finalist for her deanery.
- In case of a tie, score the tied nominees again.

NCCW Mission Statement

“To support, empower and educate all Catholic women in spirituality, leadership and service”

SPIRITUALITY

- Prayer life
 - Adoration
 - Bible Study
 - Rosary
- Mass attendance
- Retreats
- Stations of the cross
- Pro-life work
- Evangelization
- Work on behalf of justice

LEADERSHIP

- Family
 - Care for children, elderly, divorced, widowed, etc
 - Education – spiritual, physical, emotional

▪ **Church**

- Fundraisers
 - Decorating
 - School helper
 - Food Shelf

▪ **Community**

- Meals on Wheels
 - 4H, Scouts
 - Red Cross

SERVICE

- Service at mass (lector, sacristan, music, Eucharistic minister, etc)
- Service at funerals
- CCW offices

SCORE SHEET

Nominee	Personal Qualities (0-40)	Christian Service (0-60)	0-60)	Total
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				

NOMINATION FORM – Please print
this form and print clearly