

Canadian Anglican Cursillo

DIOCESAN SECRETARIAT



A Diocesan Movement needs informed, devoted leaders in order to fulfill the purpose of Cursillo. The selection and training of such leaders should take into account the need for both continuity and change.

What is the Secretariat?

The Diocesan Secretariat is the body of leaders responsible to, and under the authority of the bishop for developing and guiding the Cursillo Movement. It is the administrative arm of the Diocesan Movement and **should be small enough to function as a Group Reunion**. As the Secretariat is to be part of the Servant Community, ideally all members should **be active members of the Servant Community**. The organizational demands should be kept to a minimum. As a method, the Cursillo Movement demands only sufficient authority and a minimum of organization to achieve its purpose. Its structure should be simple, flexible and focused. Its purpose is not power but **empowerment**.

Structure of Secretariat

While Secretariat members may be appointed by Secretariat itself, and approved by the bishop, Anglicans are generally accustomed to electing representatives at all levels. Many movements across Canada use a method which includes both appointed and elected

members. These elections should take place at a meeting of the Servant Community. Care should be taken to ensure that Secretariat members be diverse, and include men and women of varied ages from different parishes to maintain a reasonable balance. A suggested model is:

- The Spiritual Director appointed by the bishop.
- The Lay Director appointed by the Bishop on the suggestion of the Secretariat.
- The remaining members may be elected or appointed. All members must be from the Servant Community.
- All members should chair a working group of the Servant Community such as Weekend Committee, Pre-Cursillo Committee, Post-Cursillo Committee etc., which involves more people, provides accountability, and trains and equips new leaders.
- Each Secretariat needs a Secretary and Treasurer.
- Consideration should be given to a method of preparing successors for the positions of Lay Director and Spiritual Director.

Diocesan Secretariat

Qualifications and Expectations

All Secretariat members should:

- Be active members of a Group Reunion.
- Be active members of a Servant Community for at least one year.
- View Cursillo as their prime apostolate.
- Read and study the CACS guidelines, the NEC Library, the Leaders Manual and other official literature early in their term.
- Be committed to promoting the authentic Cursillo.
- Work together to promote a spirit of love, unity and trust.
- Uphold the movement and each other in prayer.
- Have a fixed term of office, suggested to be no longer than three years, staggered so that two or three members change each year to ensure a mixture of experienced and new members.

The Lay Director and Spiritual Director must be Anglican appointed by the Bishop. Non-Anglicans may serve in other capacities to a maximum of 10%. The composition of the Secretariat must be approved by the Diocesan Bishop.

Responsibilities of Secretariat

- Establish policies and procedures to ensure an active Fourth Day in their Diocesan Movement.
- Ensure co-ordination of the movement of palanca to & from other movements.
- Follow CACS Guidelines on Team Selection
- Promote concern for an adequate study of local environments.
- Support and implement Cursillo's role in the Bishop's pastoral plan.
- Function as a Group Reunion while continuing to grow individually through their own plan of piety, study and action.
- Identify and develop future leaders within the Servant Community.
- Annually evaluate the authenticity of the movement and develop a plan of action.
- Establish and maintain ties with the Canadian Anglican Cursillo Secretariat and ensure financial support for CACS from the Diocesan Movement