



National Cursillo Movement

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MEMO

Date: January 3, 2018
To: All Lay Directors and Regional Coordinators
From: Hoang Tran, Cef Aguillon, Juan Ruiz, and Vincent Pham
Subject: Revised Regional Service Team Member Application and Orientation Package

The purpose of this Memo is to inform all Lay Directors, Spiritual Advisors, Diocesan Secretariat members, and School of Leaders of an important revision to the Articles of Operation approved by the National Secretariat during their November 2017 meeting. This Memo will make reference to Article II – The Movement’s Structure, Section B – Regional Secretariat f and k:

The purpose of the Regional Secretariat is to:

f. review Regional Service Team Pool candidate applications in order to determine the best qualified individuals to be selected to service the entire Region. It is the Regional Secretariat’s responsibility to select the Regional Service Team members who will serve all the dioceses of that Region from the Regional Service Team Pool. The Regional Secretariat should ensure that a proper balance of leadership is maintained throughout the entire Region.

k. create and maintain a Regional Service Team Pool of qualified leaders who are eligible and suitable to serve as Regional Service Team members and who are willing and able to cooperate with the Regional Coordinator and Service Team in providing service to the dioceses in the Region.

In other words, the Lay Directors, members of the Regional Secretariat, are responsible for ensuring a pool of qualified Cursillo leaders is available for each language group in the region. The purpose of the Regional Service Team (RST) Pool is to ensure qualified leaders are available to fill future vacancies on the Regional Service Team and therefore, the team can always work with a full complement of 3 (minimum) or 5 (maximum) service team members in order to provide service to all the dioceses in the region.

The Regional Secretariat of each Language Group in the Region will recommend potential qualified leaders for their respective language RST Pool. The Cursillo leaders being nominated must complete the Regional Service Team Member Application. The Lay Director is expected to provide an orientation on the Qualification Criteria and RST Member Responsibilities for the potential candidate prior to being accepted into the RST Pool. This will ensure the candidate understands the qualification requirements and responsibilities for Regional Service Team members.



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In order to assist in this process, the RST Member Orientation Package has been revised for the Lay Directors to use when meeting with potential candidates being considered for the RST Pool. The RST Member Orientation Package includes:

1. Regional Service Team Member Application
2. Qualification Criteria for Service Team Members
3. Regional Service Team Member Responsibilities

Contact your Regional Coordinator if you have any questions regarding the Memo or the RST Member Orientation Package.



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Regional Service Team Member Application

Name _____ Diocese _____

Language Group _____ Region _____

Address _____

E-mail _____ Phone _____

When did you live your Weekend? _____ Where? _____

Have you served on the Diocesan Secretariat? _____ Position(s) held _____

Do you understand that you cannot serve on a Diocesan Secretariat and on a Regional Service Team at the same time? _____

Have you served on 3-Day Weekends? _____ If so, in what capacity; Rector/a, Table Leader, Rollista, Kitchen, etc.? _____

Are you willing to promote the authentic Charism of Cursillo? _____

Are you willing and able to travel? _____

Have the responsibilities of a Regional Service Team member been explained to you and do you understand them? _____

Do you understand that serving on the Regional Service Team could qualify you to serve as Regional Coordinator? _____

Why do you want to serve on the Regional Service Team? _____

Candidate's Signature: _____ Date: _____

Lay Director's Signature: _____ Date: _____

Note: This application and the orientation must be completed prior to the person's name being added to the RST Pool. The Regional Secretariat keeps a copy of the completed application on file and sends a copy to the respective Regional and National Language Coordinator and the National Cursillo Center.



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Regional Service Team Member Qualification Criteria

Qualifications for the Regional Service Team members include, but are not limited to:

- a. Lives the method of perseverance: Group Reunion and Ultreya.
- b. Has the conviction to serve as a leader in the Cursillo Movement.
- c. Understands the mentality, essence, purpose and method as contained in the official Cursillo literature. The official resources the US Cursillo uses for studying its Charism are available on the National Cursillo Website Bookstore, Cursillo Resource Center and FEBA (Foundation of Eduardo Bonnín Aguiló) Bookstore.
- d. Participates in Spiritual Direction.
- e. Supports and promotes all authentic aspects of the Cursillo Movement.
- f. Attends the Diocesan School of Leaders.
- g. Has served on team for Cursillo Weekends and has given at least two different rollos.
- h. Lives and promotes friendship by way of personal contact.
- i. Has the recommendation, support and approval of their Diocesan Secretariat or Regional Coordinator.
- j. Supports members of the National Secretariat and follows the agreed upon policies of the National Secretariat.

Source: Articles of Operation, Article VI, Section A, Subsection Aiii – Regional Service Team, a-j



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Regional Coordinator and Service Team Responsibilities

During the periods between the regularly scheduled meetings, the Regional Coordinator and Service Team leaders have a tremendous amount of service to conduct throughout the Region.

- a. Promote the authentic Foundational Charism through workshops and Cursillo de Cursillos (CDC).
- b. Promote friendship at the diocesan, regional and national levels.
- c. Maintain personal contact with all dioceses in the Region.
- d. Maintain an up-to-date roster of each diocesan Cursillo Movement's Bishop, Spiritual Advisor and Lay Director, along with the term dates for the Lay Director.
- e. Ensure that the Cursillo Apostolic Plan is being reviewed on an annual basis. If a Diocesan Cursillo Movement does not have a Cursillo Apostolic Plan then the Regional leaders need to offer their assistance if necessary. A copy of each Diocesan Cursillo Movement's Apostolic Plan should be kept on file with the Regional leaders and a copy sent to the National Cursillo Center.
- f. Ensure that the Bylaws are being reviewed on annual basis. If a Diocesan Cursillo Movement does not have a set of Bylaws then the Regional leaders need to offer their assistance if necessary. A copy of each diocesan Cursillo Movement's Bylaws should be kept on file with the Regional leaders and a copy sent to the National Cursillo Center.
- g. Ensure that copies of the Diocesan Cursillo Movement's "Diocesan Report" and Secretariat meeting minutes are being sent to their local Bishop's office, Regional Coordinators and the National Cursillo Center.
- h. Provide nationally recognized workshops especially a Cursillo de Cursillos (CDC). These workshops should be advertised in order to allow Cursillistas from other dioceses to attend. This provides tremendous training for the members of the Regional Service Team and the Regional Service Team Pool and helps them to prepare for service on the Regional Service Team and the role of the Regional Coordinator.
- i. Ensure that the Regional Coordinator's Report is properly prepared and sent to the National Cursillo Center and respective National Language Coordinator in a timely manner.
- j. Ensure proper communication exists between the Diocesan leaders, the Regional leaders and the National leaders.

Source: Articles of Operation, Article VI – Regions, Section B, Subsection Bii - Non-Meeting Activities of the Regional Coordinator and Service Team.