

Diocese of Phoenix

CURSILLOS IN CHRISTIANITY MOVEMENT

Articles of Operation

Update: May 2017 / 9th Edition Leaders' Manual plus Rev. article 1 – Expansion of Secretariat Members/Creation of two language Secretariats and article V-Selection by Bishop of one Priest as Spiritual Director.

Preamble

The Cursillo Movement pursues two purposes: an immediate purpose is to provide a channel for living what is fundamental for being a Christian; the progressive and complete conversion of the person, Metanoia (a complete change - of mind and heart). The end purpose is to leaven Christianity into society by the authentic witness of these persons who live what is fundamental for being Christian (love of God and neighbor) in their daily lives.

Simply explained, the purpose of the Cursillo Movement, in union with the Diocesan Bishop, is that we become the Good News, and that our actions naturally become evangelical in our daily lives.

The unity of purpose is essential if there is to be a natural and complete service to Jesus Christ through the Cursillo Movement. Individualism can cause the advancement of the Movement to become stagnant. The Secretariat unifies the Movement on all levels, and indicates the path to be followed in essential matters of practical details as indicated in the official literature; however, the School of Leaders should be consulted in all matters of importance before deciding what should or should not be done.

The members of The School of Leaders will be in constant communication with the Secretariat. The members of the Secretariat for their part should remember that the Lord, through His Bishop, has entrusted them with the responsibility of implementing an authentic Cursillo Movement in the Diocese. Conscious of each one's talents, the Secretariat should coordinate individual contributions into a total effort in support of the Movement in all its phases: Precursillo, Cursillo and Postcursillo.

Making decisions is a difficult process and a great responsibility assigned to the Secretariat. The support of all the Cursillistas is needed in prayer and Palanca. In guiding the Movement, the Secretariat must determine its individual potential, and have it contribute to the building up of the Kingdom of God.

Although the Secretariat has the Bishop's authority to implement the Cursillo Movement in a Diocese, it should not be dictatorial, but should view its authority as one of service to the Movement as a whole. The members should keep in mind that Christ has entrusted the Movement's direction to it, through the Bishop to whom the Secretariat will have to give an account.

The Secretariat, as a service unit, has not been established to be served, but to serve the entire Cursillo Movement. In this sense, the Secretariat must be a group Reunion whose apostolic plan is the same endeavor of the Cursillo Movement itself, planned and carried out with the idea of the greatest service to all. (The Fundamental Ideas of the Cursillo Movement manual Chapter VIII).

Just as on the Three-Day Cursillo, Priests, Deacons or Religious bear the responsibility for spiritual guidance and the laity regulates its overall functioning. Priest and Lay members

of the Secretariat cooperate to promote the aims and objectives of the Cursillo Movement as a whole.

ARTICLE I – In the Diocese of Phoenix, there shall be two Secretariats. There is one English and one Spanish Secretariat for the Cursillos in Christianity Movement. Each Secretariat, English and Spanish, will conduct business as a functional and autonomous organism under the immediate direction of the Bishop of the Diocese of Phoenix. Each language will have its own Lay Director and Spiritual Director.

Each of the Secretariats each will consist of seven (7) members, with one Spiritual Director assigned by the Bishop to each language. All members of each Secretariat must come from an active Cursillo School of Leaders in the Diocese of Phoenix. The term of office will be three (3) years for each language secretariat member. (Unless a new secretariat is created by the Bishop; rules are outlined in Article X.)

Having accepted the restructuring of the Diocese of Phoenix Secretariat by the Bishop of Phoenix, and in keeping unity within the Cursillo Movement, each Secretariat (English or Spanish) will have the autonomy to review and approve applications, formation of teams, approval of team members, organization of Three-Day Cursillo weekends and Ultreyas, as long as the National, and Diocesan Cursillo guidelines and rules are being met.

Each Secretariat (English and Spanish) will meet once a month, unless special circumstances require an additional meeting.

The minutes from the English and Spanish Secretariats meetings must be provided to each member of the Phoenix Cursillo community at the School of Leaders, via newsletter (the Voice) and other communications. This is done for instruction, edification, and transparency within the Movement.

The Lay Director(English and Spanish) must be present at all of their Secretariat meetings.

Note: As other language groups are present in the Diocesan Movement, adjustments will be made in Articles of Operation for adequate representation and for helping meet language and cultural needs.

ARTICLE II – Each language group and the members of each language Secretariat shall guide and coordinate all phases of the Cursillo Movement for their language in the Diocese of Phoenix within the pastoral plan of the Bishop and the Apostolic Plan of Cursillo Movement.

ARTICLE III - All Secretariat positions will be selected by a simple majority vote by the members of the School of Leaders, with the approval of the Bishop, for a three (3) year term. Only members of School of Leaders shall be eligible for appointment.

ARTICLE IV – The Cursillo School of Leaders is the cornerstone of the Cursillo Movement, the complement and extension of the Secretariat. The School will be its instrument for accomplishing its work. The School will supply the Secretariat with teams

of leaders, who exemplify a spiritual life and are living the Cursillo method, so that these leaders may be the ferment of the Cursillo Movement in the Diocese. It is essential to have leaders who are prepared and knowledgeable of the Cursillo technique, mentality and purpose. The responsibility for revitalizing the Group Reunions and Ultreyas, the specific means of perseverance in the Postcursillo, rests on these well trained leaders.

ARTICLE V – The Secretariat shall be composed of lay people. The Bishop will select and appoint one Spiritual Director for each language Secretariat. The Spiritual Director with the approval of the Bishop may appoint his liaisons to serve as spiritual Directors at each Cursillo School of Leaders to meet the spiritual needs of Cursillistas in the Diocese. Only Clergy (Priests, Deacons) or Religious (Nuns, Brothers, Monks) who have lived their Three-day Cursillo can be Spiritual Directors.

The Spiritual Directors have no vote in the operational matters of the Cursillo Movement. The role of each language Spiritual Director is to give spiritual direction, to aid the Cursillistas in discerning the Cursillo activities in the light of the Gospel and in building the Cursillistas in knowledge of the Catholic faith and the love of God.

The appointed Spiritual Director of each language Secretariat assigns a spiritual Director who will serve on a Three-Day Cursillo. The Spiritual Director will keep in contact with his liaisons monthly. The Spiritual Director's term of office will be determined by his or her willingness to serve, the recommendation of the Secretariat, and the determination of the local Bishop.

Voting Members: Lay Director (only in case of a tie vote), Chairperson of the School of Leaders, Chairperson of the Precursillo, and Chairperson of the Three-Day Cursillo, Chairperson of the Postcursillo, Treasurer, and Secretary.

SECRETARIAT RESPONSIBILITIES*:

- A. **The Lay Director** for each Secretariat, English or Spanish, in consultation with the similar language Spiritual Director, will convoke, preside at, prepare and direct all meetings of the Secretariat. The Lay Director will do everything possible to promote a spirit of unity, not only among the members of the Secretariat, but also in the School of Leaders and throughout the entire Diocesan Cursillo Movement. The Lay Director will see to it that all members of the Secretariat fulfill their assigned duties. In addition, the Lay Director will make sure to provide an annual report, and interim reports to the Bishop, with the approval of the Secretariat. The Lay Director shall serve a term of three (3) years, and only for serious reason may be reelected for another term of office. The Lay Director may not serve more than two (2) consecutive terms.
- B. **The Spiritual Director** for each secretariat, English or Spanish, will oversee the spiritual needs of the similar language Secretariat and Cursillo Movement. Each Spiritual Director, who is appointed by the Bishop, will maintain a link between the Movement and the Bishop's Office. To ensure proper spiritual assistance to the

Movement, the Spiritual Director will be responsible for acquiring other Priests, Deacons, and Vowed Religious who have lived their Three-day Cursillo to assist with the Doctrinal Rollos and meditations during the Three-day Cursillo, as well as in the School of Leaders, and during the Ultreyas. The Spiritual Director will continually encourage the Secretariat members to discern all their activities. All must continually strive to seek God's Will instead of their own. The Spiritual Director does not vote on operational matters of the Cursillo Movement.

- C. **The Chairperson of the School of Leaders**, (English and Spanish), will prepare and direct all activities relating to the School of Leaders, with the recommendations of the Secretariat. The Chairperson of the School of Leaders may assign a liaison to facilitate in each school (when there are multiple schools). The Chairperson of the School of Leaders, working with their liaison, will determine the presenters of the technique talks. The Chairperson of the School of Leaders will work with the Spiritual Director's liaison assigned to the School of Leaders to assure that the Doctrinal Talks are presented. The Chairperson of the School of Leaders working with the liaisons is responsible for maintaining an attendance sheet for every School of Leaders. The attendance sheet is to be turned into the Secretariat for recording by the Secretariat Secretary. The Chairperson of the School will develop a calendar year syllabus for Cursillo study and will ensure that all the essential elements of an authentic Cursillo School of Leaders is maintained. This course of study will be given to each School of Leaders liaisons to implement.
- D. **The Secretariat Chairperson of the Precursillo**, (English and Spanish), will ensure the selection and preparation of candidates who will live a Cursillo within the Diocese. The Chairperson will ensure that the Secretariat person, or group delegated by the Secretariat, receives an application for each candidate that is properly filled out and submitted in a timely manner, as well as providing the necessary support according to the candidate's particular circumstances. To ensure that this process and the necessary follow-up exists for each candidate, the Chairperson, with his/her committee, will ensure that the sponsor/sponsors know the candidate, and has established a sincere friendship, so as to facilitate a smooth transition from the Precursillo to the Postcursillo by way of the 3-day weekend.
- E. **The Secretariat Chairperson of the Cursillo Three-Day**, (English and Spanish), (not to be confused with the Rector of a Cursillo) ensures that all the necessary elements of the Cursillo weekend are available. This includes such things as: (1) team selection (approved by the Secretariat), (2) team preparation, (3) overseeing of the facilities, (4) comfort (proper nourishment and rest), (5) necessary supplies, (6) maintenance of the inventory of all items purchased and belonging to the Cursillo Movement, and (7) assurance that the correct technique and methodology of the weekend is followed as prescribed by the National Cursillo Movement.
- F. **The Secretariat Chairperson of the Postcursillo**, (English and Spanish), ensures that Cursillistas within the Diocesan Movement have the opportunity to grow in

their Fourth Day. This is accomplished by assuring a link between the School of Leaders and the Ultreyas within the Diocese. Furthermore, the Chairperson of the Postcursillo ensures that each Ultreya maintains its essence; its living and sharing of the love of God and of neighbors in the environments. The Chairperson of the Postcursillo is also responsible for determining and scheduling necessary Diocesan, Regional, and National workshops.

The Postcursillo Chairperson working with a liaison in the School of Leaders is to maintain a schedule of all existing Ultreyas.

- G. **The Secretariat Treasurer** (English and Spanish), shall handle the financial matters of the Cursillo Movement for the same language Secretariat. The Treasurer ensures that the Movement is financially solvent at all times, and that all local, regional and national financial obligations are met. It is the responsibility of the Treasurer to see that all books, publications and other supplies, which are needed by the Movement, are always available.

The Diocese of Phoenix Cursillo Movement has only one (1) area banking account for each language Secretariat.

- H. **The Secretariat Secretary** (English and Spanish) will keep the minutes of all Secretariat meetings and see to it that they are distributed promptly to all who should receive them. The Secretary will see to it that their language mailing lists are up-to-date, and will assume responsibility for all mailings sent out by the Secretariat as well as other duties usually associated with this position. The Secretary will record all attendance turned into them from the Chairperson of the Cursillo School of Leaders. This record of attendance is important and must be kept current at all times; it will be used for the selection of future Three-day team members.

The Chairpersons of the three sections, (Precursillo, Cursillo Three-Day and Postcursillo) may appoint individuals (liaison) to oversee committees respective to the work of that section (i.e., Preparation Committee for the Precursillo section, Procurement Committee for the Cursillo Three-Day section, Newsletter Committee for the Postcursillo section, etc.) The liaisons of these various committees will communicate and provide status reports directly to their respective chairperson. The committee leaders are not members of the Secretariat and carry no vote.

ARTICLE VI – Each English and Spanish Diocesan Secretariats will maintain intercommunication with their language Regional and National Secretariats, which shall be supported by the entire Diocese of Phoenix Cursillo Movement spiritually through prayer and Palanca, as well as materially through the necessary financial contributions.

ARTICLE VII – Each English and Spanish Secretariat shall implement the Cursillo Movement in the Diocese of Phoenix, according to what is essential and fundamental as outlined in the official literature of the Cursillo Movement in the United States.

ARTICLE VIII – Each English and Spanish Secretariat is itself a unit of service and serves as a Group Reunion. There should be a sharing of Piety, Study and Action.

ARTICLE IX – Amendments to these Articles of Operation need to be proposed by a member of the Secretariat. Amendments may be made, subject to the approval of the Bishop, at any regularly scheduled meeting by the Secretariat. Approval of an amendment requires at least a two-thirds majority vote of the entire Secretariat (the Lay Director votes to break a tie). Proposed amendments must be submitted to the Secretariat at least one month in advance of the meeting at which the proposed amendment is to be discussed. Voting, on the proposed amendment, will take place at the next regularly scheduled meeting following the meeting in which it was discussed.

ARTICLE X – Following official implementation of these By-Laws, the initial terms of office suggested (for a new Secretariat) are as follows: the Secretary, Treasurer, Precursillo, and Postcursillo chairpersons shall serve for two (2) years. At the completion of the (2) two-year initial terms, all members will be elected to (3) three-year terms from then on. All other members of the Secretariat shall serve for three (3) years. This procedure is done to ensure continuity of the Secretariat members so that there, will always be experienced members in office.

ARTICLE XI – Upon the completion of each member's three-year term, they will accept at least a (1) one-year waiting period prior to accepting a new position in the Secretariat. A Secretariat member elected to complete a term of office of a member who resigns their position before their term expires, shall complete the exiting term of office of the member who leaves office. The secretariat member who completes the term of office for a member, who leaves their office before completion of their term, can be reelected for a (3) three-year term without the (1) one-year waiting period.

*Reference: Leader's Manual pp 71-76