

The Episcopal Diocese of Texas
Cursillo Secretariat

DEPUTY (Assistant) LAY DIRECTOR

Secretariat approved By-Laws (March 16, 1997)

Secretariat Approved May 15, 2004

1. General Information

- Ⓜ Active in 4th Day
- Ⓜ Officer of the Secretariat
- Ⓜ Elected to a 1 year term
- Ⓜ Has served at least 1 year on the Secretariat.
- Ⓜ Is a Convocational Representative and will continue to represent his/her convocation.

2. Job Description

- Ⓜ Presides over meetings of the Secretariat in the absence of the Lay Director.
- Ⓜ Organizes and executes the annual Rector's Workshop for the purpose of training the new Rectors. This workshop should be held during the 3rd or 4th quarter.