

CONVOCATIONAL REPRESENTATIVE

Secretariat Approved January 12, 2002

Secretariat Approved May 15, 2004

1. General Information

- ⑩ Active in 4th Day
- ⑩ Approved by Parish Priest
- ⑩ 3 year term
- ⑩ Has voice and vote
- ⑩ With Bishop approval

2. Job Description

- ⑩ Serves on the "decision making body" of the movement.
- ⑩ Keeps in communication with Convocational Contact and brings recommendations to Secretariat as needed from the Convocation
- ⑩ Attends all regular Secretariat meetings
- ⑩ Attends Clausura regularly
- ⑩ Attends Annual Rector/s Workshop
- ⑩ Encourages convocation to pay annual contributions to the DOT Secretariat
- ⑩ Identifies and nominates potential Rector/a for Cursillo weekend teams
- ⑩ Learns and understands the essential elements of the Episcopal Cursillo Movement as presented in the Cursillo Library which are to:
 - ⑩ Provide guidance and direction to the convocation
 - ⑩ Make decisions consistent with the guidelines of the National Episcopal Cursillo
- ⑩ Serves as a communication link between the Convocation and the Diocese
- ⑩ Follows through on special assignments as given by the Lay Director
- ⑩ Prays for the movement and its leaders
- ⑩ Serves as a part of the Servant Community of the Diocese of Texas