

By-Laws for
The Cursillo Secretariat
Of
The Diocese of Scranton

PREAMBLE

The Cursillo Movement pursues two purposes or objectives: an immediate purpose: 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 vertebrae Christianity in society by means of these persons who live what is fundamental for being Christian (the love of God and neighbor) in their daily lives.

Simply explained, the purpose of the Cursillo Movement is that we become the Good News, and that our actions naturally turn out to be evangelical in our daily lives.

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 official literature. However, Leaders should be consulted in all matters of importance before deciding what should or should not be done.

The members of 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 of Scranton. Conscious of each other'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.

Just as the 3-Day Cursillo, priests bear the responsibility for spiritual guidance and laity regulate its overall functioning, so 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 Scranton there shall be only one Secretariat for the Cursillo in Christianity which will be functional and autonomous organism under the immediate direction of the bishop and dependent upon the Lay Director and Spiritual Advisor.

Note: If other language groups become active in the Diocesan Movement, adjustments will be made to these bylaws for adequate representation and to help meet the bilingual and bicultural needs.

ARTICLE II – As a group, the members of the Secretariat shall guide and coordinate all phases of the Cursillo Movement in the Diocese of Scranton within the pastoral plan of the bishop, and the Cursillo Movement.

ARTICLE III – Members of the Secretariat will be nominated by the School of Leaders and selected by the Secretariat, with the approval of the *Diocesan Spiritual Advisor who is appointed by the bishop*, for a three year term. Only members of the School of Leaders will be eligible for appointment.

ARTICLE IV – The 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. After all, the responsibility for revitalizing the Group Reunions and Ultreyas, the specific means of perseverance in the Postcursillo rests on the leaders.

ARTICLE V – The Secretariat shall be composed of lay people and a spiritual advisor. The following are their duties:

1. Members – There shall be a Lay Director(s), Spiritual Advisor(s), Chairperson(s) of the School of Leaders, Chairperson(s) of the Precursillo section, Chairperson(s) of the Cursillo section, Chairperson(s) of the Postcursillo section, Treasurer and Secretary who will be selected by a simple majority vote of the members of the Secretariat. *When two persons hold any position in the Secretariat, the position shall have one vote on matters up for a vote.*

Responsibilities

- A. The Lay Director(s), in consultation with the Spiritual Advisor, will convoke, preside at, prepare and direct all meetings of the Secretariat. The lay director(s) 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(s) will see to it that all members of the Secretariat fulfill their assigned duties. In addition, the Lay Director(s) will make sure to provide an annual report and interim reports to the bishop with the approval of the Secretariat. The Lay Director(s) shall serve a term of three (3) years, and only for a serious reason may be re-elected for

another term of office. The Lay Director(s) cannot serve more than two (2) consecutive terms.

- B. The Spiritual Advisor will oversee the spiritual needs of the Secretariat and the Movement. The Spiritual Advisor, who is appointed by the bishop, maintains a link between the Movement and the Bishop's Office. To insure proper spiritual assistance to the Movement, the Spiritual Advisor will be consulted for the recommendation of other priests, deacons and vowed religious to assist with the Doctrinal rollos, and Meditations during the Cursillo, as well as in the School of Leaders, and in the Spiritual Advisor's role during the Ultreyas. The Spiritual Advisor will continually encourage the Secretariat members to discern all their activities. We must always strive to seek God's Will instead of our own.
- C. The Chairperson(s) of the School of Leaders will convoke, preside at, prepare and direct all activities relating to the School of Leaders. Upon the recommendations of the Secretariat, the Chairperson(s) of the School will determine the presenters and the Doctrinal and Technique presentations for the School. The Chairperson(s) of the School will ensure that all the essential elements of the School are maintained, for continual growth of its participants.
- D. The Chairperson(s) of the Precursillo will insure the selection and preparation of candidates who will live a Cursillo within the diocese is properly implemented. The Chairperson(s) 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 their particular circumstances. To insure that this process and the necessary follow-up exists for each candidate, the Chairperson, with his/her committee, will insure that the sponsor or group sponsoring the candidate knows him/her and has established a sincere friendship, so as to insure a smooth transition from the Precursillo to the Postcursillo by the way of the Cursillo.
- E. The Chairperson(s) of the Cursillo (not to be confused with the Rector of a Cursillo) insures that all the necessary elements for 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) and 5) necessary supplies.
- F. The Chairperson(s) of the Postcursillo insures that every Cursillista within the Diocesan Movement has the opportunity to grow in their Fourth Day. This is accomplished by insuring a link between the School of Leaders and the Ultreyas (all the Group Reunions) within the diocese. Furthermore, the Chairperson(s) of the Postcursillo insures that the Ultreyas maintain their essence, their 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.

- G. The Treasurer shall handle the financial matters of the Cursillo Movement. The Treasurer insures 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 books, publications and other supplies, which are needed by the Movement, are always available.
 - H. The Secretary will keep the minutes of all meetings and see to it that they are distributed promptly to all who should receive them. The Secretary will see to it that email and postal mailing lists are up-to-date and will assume responsibility for all communications sent out by the Secretariat, as well as other duties usually associated with this position.
2. The Chairpersons of the three sections (Precursillo, Cursillo and Postcursillo) may appoint individuals to oversee committees respective to the work of that section. (i.e., Preparation Committee for the Precursillo section, Procurement Committee for the Cursillo section, Newsletter Committee for the Postcursillo section, etc.). The Leaders of these various committees will communicate and provide status reports directly to their respective chairperson. The committee leaders are not members of the Secretariat.

ARTICLE VI – The Diocesan Secretariat will maintain intercommunication with the regional and national Secretariats, which shall be supported by the entire Cursillo Movement, spiritually through prayer and Palanca, as well as materially through the necessary financial contributions.

ARTICLE VII – The Secretariat shall implement the Cursillo Movement in the Diocese of Scranton according to what is essential and fundamental as outlined in the official literature of the Cursillo Movement in the United States.

ARTICLE VIII – Since the 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 bylaws need to be proposed by a member of the Secretariat. Amendments may be made, subject to 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. 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 – All members will be elected to three-year terms.

ARTICLE XI – Upon the completion of each member’s term, they will accept at least a (1) one-year waiting period prior to accepting a new position in the Secretariat. The Lay Director office may be extended for one additional term; however, at the end of their term of service, *s/he* will also be asked to accept the one-year waiting period.

ARTICLE XII – Ad hoc committees and pro-tem positions may be appointed by a majority vote, that is, two-thirds of the Secretariat membership.

SECRETARY’S REVISIONS SUBMITTED 01-06-15