

**OPERATING LINES AND ACTION PLAN TO BUILD OUR FUTURE  
PROPOSALS FOR THE GENERAL ASSEMBLY VIII. APARECIDA 2011**

**SPIRITUALITY**

**a. *Getting deeper our understanding of the Claretian charisma and lay vocation***

GENERAL COUNCIL	REGIONAL COUNCIL	Group / community
<ul style="list-style-type: none"> <li>• To provide some material to make the <b>Forge in the daily life of the Lay Claretian</b> taking into account the experiences already made in some regions. The GC will motivate all LC to make this experience.</li> <li>• To offer periodically a <b>Community Lectio Divina</b> into Claretian feeling.</li> <li>• To structure the existing spirituality materials into stages, depending on the experience of the members.</li> </ul>	<ul style="list-style-type: none"> <li>• To adapt the material offered to the make the <b>Forge</b> into the cultural language of each region.</li> <li>• To offer <b>Claretian Spiritual Retreats</b> (based on the Autobiography and the Ideology) to groups and communities in the region (take what is already done by Betica Region), which help to bear witness to life.</li> </ul>	<ul style="list-style-type: none"> <li>• Review / update annual personal and community <b>life projects</b> taking into account the action lines of the Regional and General Assemblies, to live a common project.</li> </ul>

**b. *Being in a constant search attitude and spiritual renewal***

# ORGANIZATION

## c. *Encourage and improve communication between communities and councils*

GENERAL COUNCIL	REGIONAL COUNCIL	Group / community
<ul style="list-style-type: none"> <li>• The General Council shall appoint a representative to assist the General Secretary on communications with the regions and communities without region.</li> <li>• The delegate:               <ul style="list-style-type: none"> <li>○ Not as part of the General Council.</li> <li>○ Dominate the use of ITC's (Information Technology and Communication).</li> <li>○ Developed with the General Council a <b>Communication Plan</b> for the entire LCM, which covers the communication of all secretaries and their respective responsibilities and with the regions and communities without region.</li> <li>○ The Communication Plan will include a <b>workshop to</b> provide specific training on the communication of LCM for delegates to communicate the regions and groups without region.</li> <li>○ Coordinate the work of <b>translation</b>.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• The Regional Council will appoint a <b>delegate for communication</b>, familiar with the use of ITC's (Information Technology and Communication), with different communities of the region and nearby regions. The Regional Communications Delegate will conduct a workshop to provide specific training on communication for LCM communities communication delegates.</li> <li>• The Regional Council will report changes in the census to the General Council once a year.</li> <li>• The Regional Council will report the main activities, training materials to prepare and news relevant to the lives of groups and communities in the region, as it happens and at least once a year.</li> <li>• To promote meetings and exchanges between regions, about training materials, or invitations to participate in meetings with the communities without region for a closer relationship between the different groups.</li> <li>• Maintenance of communication and contact with representatives of other lay movements as expression of ecclesial communion. For regions with some dioceses, they will move to areas or correspondent groups.</li> <li>• Each Region will ensure ITC training at least for one member of each community through workshops sponsored by it.</li> <li>• To promote meetings between different groups to improve horizontal communication.</li> </ul>	<ul style="list-style-type: none"> <li>• Each group shall nominate a <b>communication delegate</b> and report to Regional Council at least once a year the following issues:               <ul style="list-style-type: none"> <li>○ Changes in the census (associated with payment of fee)</li> <li>○ Main Activities</li> <li>○ Develop of training materials</li> <li>○ News relevant to the life of the group.</li> <li>○ Other issues set out in 5.2 and 6.2 of the applicable standards.</li> </ul> </li> </ul>

d. ***Establish the use of different languages in our communications, documents, meetings of the Movement***

<p><b>GENERAL COUNCIL</b></p> <ul style="list-style-type: none"> <li>The General Council will seek a team of translators for different languages of the Movement to help you in the role of communication</li> </ul>	<p><b>REGIONAL COUNCIL</b></p>	<p><b>Group / community</b></p>
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e. ***Review existing criteria that define a region and update regions if necessary.***

f. ***Encourage and facilitate community life of the SSCC without community***

g. ***Establish requirements to guide, clarify and unify the criteria of belonging to a community of LCM.***

<p><b>GENERAL COUNCIL</b></p> <ul style="list-style-type: none"> <li>The GC must open a forum or <b>working group</b> involving the councils of the regions where they must analyze this situation and propose a document giving guidance on this issue, including some clear rules and proposals to guide how harnessing existing situations.</li> </ul>	<p><b>REGIONAL COUNCIL</b></p>	<p><b>Group / community</b></p>
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h. ***Deepen, clarify, renew and unify those issues about essential areas to the life and mission of the LC in the Movement, demanded by the challenges of new century .***

<p><b>GENERAL COUNCIL</b></p> <ul style="list-style-type: none"> <li>To hold a <b>deepening workshop</b> with participants called by the General Council according to criteria of experience, diversity, representativeness, and sense of belonging, that over the next three years to deepen the three essential areas of the</li> </ul>	<p><b>REGIONAL COUNCIL</b></p>	<p><b>Group / community</b></p>
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Movement: Vocation-Training-Mission, and develop discussion paper submitted to MSC (using the method See-Judge-Act ) at least one year before the next general assembly.

**i. *Amend the statutes to extend the period between Regional Assemblies***

**GENERAL COUNCIL**

- To send the request **to amend the Statutes** regarding Art.12 of the Pontifical Laity Council so that Regional Assemblies can be held every three years. Such request shall be advised by an experienced lawyer.

**REGIONAL COUNCIL**

**Group / community**

## ADVICE

### j. *Clarify and mature relationship between the Advisor and the community*

#### GENERAL COUNCIL

- From a common vocational experience (called by the same Father God and sent to the same and only mission), to define conceptually the characteristics of the ideal of a "mature relationship" between the advisor and the Claretian lay community.
- To revise the advisor Kit (package of training documents for advisors, prepared by Bética) for be distributed.

#### REGIONAL COUNCIL

- Spreading the Assessor's "kit" distributed by the General Council.
- The Regional Council will call the advisors of the groups / communities to agree and encourage its functions (it can be done during their attendance to the regional assemblies).

Group /  
community

### k. *Improve knowledge of the movement by members of the Claretian Family*

#### GENERAL COUNCIL

#### REGIONAL COUNCIL

- That the LC have an approach to exposure vocational to training centers for the various institutions of the Claretian Family that promotes mutual understanding between LC and CF

Group /  
community

### l. *That the General Council has information on the relationship of communities and regions with their advisors*

#### GENERAL COUNCIL

- Strengthen contact LCM General Council with the responsables of the other branches of the Claretian Family to coordinate efforts of common **animation** to promote mutual relations and shared mission.

#### REGIONAL COUNCIL

Group /  
community

## ECONOMY

### m. *Improve information on payment procedures*

#### GENERAL COUNCIL

- To make a campaign to publicize the procedure for payment of fees to be known by all the regions / communities. It could be hung on the LCM page with restricted access. And remember the applicable standards that refer to this issue.
- To remember to communities without region the payment of fees when it hasn't been done.

#### REGIONAL COUNCIL

- To set a deadline for payment of fees and remind communities to pay them when they have not been done.
- To submit an annual economic report to the General Council.

#### Group / community

- To prepare an annual economic report to be sent to the Regional Council detailing the criteria for managing its budget.

### n. *To sensitize, educate and inform the management of economic resources*

#### GENERAL COUNCIL

- To make an "intensive" training plan regarding the sharing of goods for use in communities, including those in discernment. Awareness and information.

#### REGIONAL COUNCIL

- To promote solidarity within the region with communities and with other regions and / or groups without region with fewer resources.
- To train in personal finance, responsible consumption, ethical bank ...

#### Group / community

- To having a bank account if possible and necessary. If possible in ethical bank.
- To share a fund at the group level where those who are in discernment can also contribute. Promote it.
- Communication on the personal economy in communities.
- To explore other possible incoming sources different to fees.

## MISSION

### o. *Clarify the mission of the Lay Claretian*

#### GENERAL COUNCIL

- To prepare **working documents** about relevant documents of the Church who speak of **evangelization**, revised under the light of the sourcebook so that all communities can work with some guidelines, looking for parallels between mission and training.
- In addition to direct communication (person to person), use the media and social platforms to spread the various specific missions. To know and inform about specific means for collaboration and support. (This will be worked on all levels: general, regional and group). To develop and promote the use of social networks and media (eg. blog, facebook, twitter, youtube) that have been created in this period, used not only for dissemination of news, but for the Mission (information and participation).

#### REGIONAL COUNCIL

- To search and motivate participation channels in the basic aspects of secular life, guiding groups in each region to them. To guide concrete ways to develop aspects of the mission under the light of the sourcebook to answer to the particularities of each region.
- Encourage participation in the life of the diocese.

#### Group / community

- To revise the basic lines of community projects, clarifying the mission under the light of the sourcebook.
- To review personal and community missions on a regular basis, seeking not to be installed and roaming. Looking for the most urgent, timely and effective.
- To encourage celebrations of sending of the community members for each specific missions to be performed. The mission is not individual but communal.

## TRAINING

### p. *Promotion of the movement and admission of new members*

#### GENERAL COUNCIL

- To provide a material based on the materials on the **Experience of personalizing of the Faith** (*The Forge*) for the **spreading of the Claretian spirituality**.

#### REGIONAL COUNCIL

- To offer to Claretian schools, Universities, .. the experience of personalizing the Faith (The Forge).
- To create LCM Promotion Program, as stated in explanation of the minutes of this meeting.

#### Group / community

### q. *Develop as general rule, a training process on the vocation and Lay Claretian identity for people under discernment, adapted to each culture*

#### GENERAL COUNCIL

- To make a **script with guidelines** indicating the steps and responsibilities for the **presentation of the movement** and the work of **discernment** to new communities and members. This script should contain general information about the LCM: geographical distribution, Claretian Family, Identity, organization ...
- To make an **audiovisual presentation of the LCM** and the contents of the script, also a support booklet including proposals for prayer and straight questions.
- To designate a **companion** for **discerning** communities without region. People who provide this service will receive specific training to guide its work and will be in communication (which shall be by electronic means if it is not possible in person) with the GC who will monitor the accompanying process. In those groups or communities without region for which the GC does not have a companion that can be done physically present, it will be designated a companion to perform this work virtually.

#### REGIONAL COUNCIL

- To adapt the script, made by the GC guidelines in the proposal d.1. of this document to its own culture and bring it to the Regional Assembly for approval. (E6)
- To designate a **companion** to the communities under discernment. People who provide this service will receive specific training to guide its work and will be in communication (which shall be by electronic means if it is not possible in person) with the GC who will monitor the accompanying process.
- During the visits to communities, to clarify the coordination teams the importance and elements to support the new members.
- To spread the audiovisual presentation prepared by the GC LCM, and adapt, if necessary, to the reality of their region the contents of the script and the support booklet will also include proposals for prayer and straight questions.

#### Group / community

- Adapted if necessary, the script-discernment guidelines for the incorporation of new members in your community (E6)



<ul style="list-style-type: none"> <li>To send <b>the presentation material</b> of the movement to regions and communities and the different branches of the Claretian Family, for use in youth and vocational meetings, teachers ...</li> <li>To enter the applicable <b>rules</b> in the <b>discernment</b> process will last <b>up to two years</b>, which may be extended to three in exceptional cases which will be assessed by the Regional Council or the General Council to communities without region.</li> </ul>	<ul style="list-style-type: none"> <li>To send the material to introduce the movement to communities in their region. Also to be alert to provide such material to the other branches of the Claretian Family, for use in youth and vocational meetings, teachers ...</li> <li>Before the spread of material to introduce the LCM it will be presented to communities already admitted.</li> </ul>	
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r. *Learn from the walked path*

GENERAL COUNCIL	REGIONAL COUNCIL	Group / community
<ul style="list-style-type: none"> <li>GC will provide a <b>document-presentation</b> with the conclusions of the AG.</li> <li>The participants of the 8<sup>th</sup> General Assembly must commit to convey the conclusions and the experience (testimony) to all regions and communities.</li> <li>To set communication spaces, into different levels, to value the experience of the LC who preceded us, to learn from their experience, from our history.</li> <li>That in the process of discerning of communities must be present most experienced LCs to transmit their testimony.</li> </ul>	<ul style="list-style-type: none"> <li>Participants of the 8<sup>th</sup> GA must commit to convey the conclusions and the experience (testimony) to all regions and communities.</li> <li>To set communication spaces, into different levels, to value the experience of the LC who preceded us, to learn from their experience, from our history.</li> <li>That in the process of discerning of communities must be present most experienced LCs to transmit their testimony.</li> </ul>	<ul style="list-style-type: none"> <li>Participants of the 8<sup>th</sup> GA must commit to convey the conclusions and the experience (testimony) to all regions and communities.</li> <li>To set communication spaces, into different levels, to value the experience of the LC who preceded us, to learn from their experience, from our history.</li> <li>That in the process of discerning of communities must be present most experienced LCs to transmit their testimony.</li> </ul>

s. *Deepen the secular identity and how to answer the call to evangelization inserted in the world*

GENERAL COUNCIL	REGIONAL COUNCIL	Group / community
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<ul style="list-style-type: none"> <li>To make references to the Sourcebook in the development of training materials and prayers ... for a proper discernment that leads us to be consistent with the identity we want to build.</li> </ul>	<ul style="list-style-type: none"> <li>To make references to the Sourcebook in the development of training materials and prayers ... for a proper discernment that leads us to be consistent with the identity we want to build</li> </ul>	<ul style="list-style-type: none"> <li>To make references to the Sourcebook in the development of training materials and prayers ... for a proper discernment that leads us to be consistent with the identity we want to build</li> </ul>
<p>t. <b><i>Homogenization of learning processes</i></b></p>		
<p><b>GENERAL COUNCIL</b></p> <ul style="list-style-type: none"> <li>The Training Board will propose an annual training topic and will develop training materials for working in the communities.</li> <li>To develop a training program for trainers (N22.1 Applicable Standards No. 2c)</li> </ul>	<p><b>REGIONAL COUNCIL</b></p> <ul style="list-style-type: none"> <li>To provide to the GC all the material used for the Claretian identity formation</li> </ul>	<p><b>Group / community</b></p>
<p>u. <b><i>Clarifying the position of Lay Claretian in the various aspects of his secular life</i></b></p>		