



National Cursillo Movement

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Three Day Cursillo Rector(a) Responsibilities

I. Introduction

The true goal or purpose of Cursillo is that as many people as possible discover the Good News that God loves them; therefore, in order to achieve the goal, the Three Day Cursillo should not be improvised. From the very beginning of Cursillo, our Founder said that it is not about doing our best to invite people to attend a Three Day Cursillo but *to become friends with them in order to make them friends of Christ.*

Note: This document explains, in abbreviated form, the role of a Rector or Rectora as outlined in the current edition of the Step by Step Rector's Guide. This is not a replacement for the Rector's Guide. Always refer to the Rector's Guide for a complete explanation of the information listed below. The Step by Step Rector's Guide is the primary source for the Three Day Cursillo. The Rector(a) Responsibilities is a good topic to use as the "technique talk" in the School of Leaders.

II. The Team of Leaders

- The team should be selected with plenty of time before the Three Day Cursillo.
- The team of leaders should be Cursillistas properly prepared, spiritually and technically, with regular attendance in the School of Leaders.
- The Secretariat should encourage the participation of new Cursillo leaders as table assistants. This can be a beneficial training opportunity for the new Cursillista.
- The leaders of a Three Day Cursillo cannot be just a collection of Cursillistas. In order for their witness to be authentic they must have a sense of being a Christian community.
- Long before the Three Day Cursillo, the leaders must experience themselves as being Church in the world, as building Church and as living Church through communal witness.
- The team is the Church made visible during the Three Day Cursillo. They are a small Christian community of faith, hope and love sustained through a personal conviction, decisiveness, and perseverance.

III. The Different Options for Making the Team Selection¹

- The Secretariat can select the team from the School of Leaders; **or**
- The Secretariat can select the Rector(a), and together they select the rest of the team from the School of Leaders; **or**
- The Cursillo Chairperson can recommend members from the School of Leaders for the team to the Secretariat for approval.

¹ This information, which is still applicable, comes from the Cursillo Manual.

Any of these options are acceptable as long as the final approval comes from the Secretariat and the team comes from the School of Leaders.

IV. The Essential Qualities of a Rector(a)

- Knowledgeable of and living the mentality, essence, purpose, and method of Cursillo.
- Lives the Cursillo method of Friendship Group Reunion and Ultreya.
- Attends a School of Leaders.
- Has prior experience in serving on Three Day Cursillo teams.
- Lives a life that is not contrary to a life of Grace.
- Believes that serving on the Three Day Cursillo team is a means to attain an end, which is, the purpose of Cursillo.
- Believes that friendship is foundational in Cursillo and therefore, evangelizes the person through friendship.
- Has attended a Step by Step Rector's Guide workshop, understands and agrees with its intended purpose.

When a Rector(a) believes that serving in this capacity is an end in itself and/or their goal in Cursillo, more than likely he/she will consider this a "task" rather than "service" and will no longer see a need to attend School of Leaders, Group Reunion or Ultreya because he/she has accomplished their goal . . . been there, done that attitude.

V. The Rector(a) has numerous and important responsibilities during the Three Day Cursillo. Per the Step by Step Rector's Guide, the Rector(a) is responsible for the following.

The Rector(a) is responsible for presiding over the team leaders' meetings.

- Thursday evening – follow Rector's Guide guidance on [Step by Step, pages 9-10] and designating task responsibilities following guidance on [Step by Step, page 12].
- Friday night – follow Rector's Guide guidance on [Step by Step, pages 18-19].
- Saturday night – follow Rector's Guide guidance on [Step by Step, page 24].
- Sunday – no team meeting.

Thursday Evening- The Rector(a) is responsible for:

- Announcing room assignments for Cursillistas.
- Reciting the Holy Spirit prayer [Pilgrim's Guide, page 129], giving the Preliminary rollo and saying the Prayer of Thanksgiving [Pilgrim's Guide, page 130].
- Saying the "preparatory prayer before meditation" [Pilgrim's Guide, page 27] and the "thanksgiving prayer after meditation" [Pilgrim's Guide, page 29].
- Presiding over the Way of the Cross [Pilgrim's Guide, page 105].
- Introducing the Bankruptcy story [Step by Step Appendix 2].
- Presiding over the Examination of Conscience [Step by Step Appendix 3] and Night Prayers [Pilgrim's Guide, page 70].

- Making necessary announcements.
- Preparing a “quadrant sheet” and working with team leaders to form table groups.
- Providing a corresponding group list to the head of each table group.
- Working with team leaders to select table heads and secretaries.
- Designating team leaders who will accompany each table group.
- Reminding everyone that “silence” is observed until tomorrow morning after Mass.
- Presiding over the team meeting [Step by Step pages 9-10].

First Day [Friday] - The Rector(a) is responsible for:

- Presiding over the morning prayer and morning offering [Pilgrim’s Guide, page 19].
- Saying the “preparatory prayer before meditation” [Pilgrim’s Guide, page 27] and the “thanksgiving prayer after meditation” [Pilgrim’s Guide, page 29].
- Reading the introduction to the Mass [Pilgrim’s Guide, page 33].
- Reading the General Intercessions [Step by Step Appendix 4 – Petitions during Mass].
- Giving thanks to God after Mass [Pilgrim’s Guide, page 49] and reading the hymn of the Three Young Men [Pilgrim’s Guide, page 51].
- Saying grace before meals and giving thanks after meals when a Spiritual Advisor is not present.
- Reading the [Step by Step Appendix 5, “We form the groups”] and [Step by Step Appendix 6, “Professor Cook”].
- Introducing rollistas before each rollo.
- Explaining the purpose of Hobbies Sheet, [Step by Step Appendix 7] and how to fill them out.
- Encouraging table groups to work on posters throughout the day.
- Explaining the origins of the “De Colores” song before the Habitual Grace rollo begins.
- Providing the Rector’s Intervention after the Piety rollo [Step by Step Appendix 8].
- Presiding over the Visit to the Blessed Sacrament [Step by Step Appendix 9].
- Presiding over the submission of summaries and posters [Step by Step Appendix 10, Reunion of the Table Groups].
- Presiding over the Examination of Conscience [Pilgrim’s Guide, page 65] and Night Prayers [Pilgrim’s Guide page 70].
- Announcing when priests are available for confession.
- Inviting heads and secretaries to join the team leaders for a visit to the Blessed Sacrament [Step by Step Appendix 11].
- Presiding over the team meeting [Step by Step pages 18-19].

Second Day [Saturday] - The Rector(a) is responsible for:

- Presiding over the morning prayer and morning offering [Pilgrim’s Guide, page 19].

- Saying the “preparatory prayer before meditation” [Pilgrim’s Guide, page 27] and the “thanksgiving prayer after meditation” [Pilgrim’s Guide, page 29].
- Reading the General Intercessions [Step by Step Appendix 4 – Petitions during Mass]. Follow Rector’s Guide guidance on [Step by Step page 23, suggested special intentions].
- Saying grace before meals and giving thanks after meals when a Spiritual Advisor is not present.
- Introducing rollistas before each rollo.
- Explaining reason for blank pages in the Pilgrim’s Guide [Cursillistas and team’s signatures, Step by Step, page 24].
- Encouraging visits to the Blessed Sacrament.
- Reading the Story of John [Step by Step Appendix 12] and introducing Palanca received.
- Reminding Cursillistas that priests are available for confession and spiritual direction.
- Reminding everyone of the visit to the Blessed Sacrament as a group after the Sacraments rollo. This visit is led by the Spiritual Advisor who gave the rollo.
- Leading one Mystery of the Rosary [Pilgrim’s Guide, page 57-59] and visit to the Blessed Sacrament.
- Reminding everyone of the Social Gathering [Fiesta].
- Presiding over the submission of summaries and posters [Step by Step Appendix 10, Reunion of the Table Groups].
- Presiding over the Examination of Conscience [Pilgrim’s Guide, page 65] and Night Prayers [Pilgrim’s Guide, page 70].
- Making sure to discuss how the Mañanitas, Group Reunion, Group Photo and Clausura will happen.
- Presiding over the team meeting [Step by Step page 24].

Third Day [Sunday] - The Rector(a) is responsible for:

- Ensuring the encounter between the Cursillistas and the 4th Day community during the Mañanitas does not last too long so as not to hinder the progress of the Cursillo.
- Presiding over the morning prayer and morning offering [Pilgrim’s Guide, page 19].
- Saying the “preparatory prayer before meditation” [Pilgrim’s Guide, page 27] and the “thanksgiving prayer after meditation” [Pilgrim’s Guide, page 29].
- Making sure the team gathers everyone for the Group Photo after breakfast.
- Informing Cursillistas there are no posters today, instead use time to get to know each other and get to know Christ.
- Ensuring the Service Sheets are given to the Cursillistas and filled out.
- Explaining the cost of the Three Day Cursillo and handout envelopes so Cursillistas can voluntarily make their donation.
- Informing the Cursillistas that some visitors have been invited to join the Cursillo.

- Establishing the groups that will form the Group Reunions after the Total Security rollo. Team leaders and visitors will participate in Group Reunion with Cursillistas.
- Informing the Cursillistas about the place and time where Ultreya is held.
- Preparing the list of visitors who have agreed to speak at the Clausura.
- Explaining the purpose and proceedings of the Clausura after the Group Reunions.
- Acknowledging the people who have served us over the last three days [retreat house staff of kitchen team].
- Presiding over the Clausura [Step by Step Appendix 15].
- Giving thanks with team leaders before the Blessed Sacrament.

VI. **General Information Related to the Rector(a) Role**

The Rector(a) should avoid any temptation to manipulate or control people. Therefore, the Rector(a) must assume leadership in a natural manner without imposing authority.

No one does more disservice to a Three Day Cursillo (and the Movement) than the Rector(a) who wants to put his personal stamp on it so that it will be remembered as *'my weekend'* or *'the best weekend'*. This attitude is not only prideful but can produce a trend for each Rector(a) that comes along to feel they need to add something to the Cursillo to make their weekend unique and better than the last one.

A second trend flows from the first. Once a practice or adaptation has been introduced into the Cursillo and is 'judged' successful, a "new norm" is established and will eventually become a tradition in the Diocesan Movement. And the only criteria or justification for continuing the tradition, is because the team leaders enjoyed it and felt it was good. It is not the intention of the Movement to have Three Day Cursillos full of good things, but that the leaders present only what is necessary and authentic. Keep it simple!

The Rector(a) works together with the Spiritual Advisor and Team and makes sure the Cursillo progresses according to the Rector's Guide and the specific objectives indicated in the outlines of the rollos.

The Rector(a) and the Spiritual Advisor have distinct roles in Cursillo; therefore, they should respect each other's role as they cooperate with each other throughout the Cursillo.

A priest, deacon or vowed religious can serve as a Spiritual Advisor during the Three Day Cursillo. The Spiritual Advisor is responsible for giving the meditations and the spiritual rollos. The Spiritual Advisor should not give the lay rollos and cannot serve as Rector. A layperson should not give the meditations or the spiritual rollos and cannot serve as a Spiritual Advisor.

The Rector(a) is responsible for all the technical aspects of the Three Day Cursillo and the Spiritual Advisor is responsible for such matters concerning liturgy, doctrine, matters

of conscience and spiritual direction. Both are accountable to the Diocesan Secretariat (and the local bishop) for decisions made during the Cursillo.

Cooperation between the Rector and the Spiritual Advisor should be a reflection of the diverse functions of the laity and clergy in the mission of the Church.

In unity there is strength. The effectiveness of evangelization will be seriously diminished if the preachers (proclaimers) of the Gospel are divided among themselves (disputes, opposing opinions, etc.).

There are no categories or hierarchy within the team, only different functions. The team of leaders is responsible for the effectiveness (or lack of effectiveness) of the Cursillo. To become a Rector(a) should not be the goal of any leader; rather, it should be looked upon as a call involving greater service and responsibility. Some team members proclaim the message by giving rollos, but the entire team should proclaim it with their witness of life lived and experienced in being Christian.

The Rector(a) and team must have lived and assimilated (integrated) the Cursillo message before proclaiming it.

VII. **In Conclusion**

The Secretariat and School of Leaders are encouraged to familiarize themselves with the current edition of the Step by Step Rector's Guide by attending a Step by Step Rector's Guide workshop. If needed, the workshop can be provided by the Regional Coordinator and Service Team. This study is necessary for the Cursillistas' leadership development, not only for the Rector(a), but for the team serving on a Three Day Cursillo.

Christ is counting on us!