

**STATUTES OF THE DIOCESAN  
RITE OF CHRISTIAN INITIATION TEAM (R C I A)**

**1. Aims**

- 1.1 To promote RCIA throughout the diocese.
- 1.2 To provide opportunities for formation in parish RCIA teams.
- 1.3 To keep, catalogue and ensure the availability of RCIA resources for parish RCIA teams.
- 1.4 To liaise locally and nationally to establish activities that will further knowledge, understanding and commitment to the RCIA ministry.

**2. Strategies**

- 2.1 Co-ordinate Annual Diocesan RCIA events:
  - 2.1.1 provide liturgy and hospitality for the Rite of Election.
  - 2.1.2 organise an annual RCIA Gathering/In-service Day.
  - 2.1.3 organise an RCIA Retreat Day.
  - 2.1.4 provide the commitment liturgy and hospitality for a Mass to be celebrated with our Bishop during the Easter season.
- 2.2 Promote RCIA regularly in *Aurora*, and advertise all the above events.
- 2.3 Regularly update the RCIA information on the diocesan web site.
- 2.4 Liaise with Catholic educators locally and nationally to provide on - going formation for all members of active RCIA parish teams, and for all new RCIA teams in the diocese.
- 2.5 Maintain and publicise current RCIA resources.

**3. Composition**

- 3.1 The team shall comprise eight (8) to ten (10) members, nominated at the annual Inservice Day.
- 3.2 The team shall have a Chairperson, and other executive positions as the team decides.

**4. Term of Office**

- 4.1 Two (2) year term with an option to renominate for a further two (2) years.
- 4.2 A person ceases to be a member of the Team:
  - 4.2.1 At the end of the two year term or
  - 4.2.2 By a letter of resignation to the Team.

**5. Functioning**

- 5.1 Nominations for new team members will be received at the Annual RCIA Inservice Day.
- 5.2 Every 2 years the Team shall elect an Executive as required.
- 5.3 The Team shall meet regularly but not less than four (4) times per year.
- 5.4 The Team and its Executive shall have power to call other meetings as required.

- 5.5 All meetings shall contain a period of prayer and reflection.
- 5.6 Agenda of meetings shall be set by the Chairperson and shall be available at least one week before the meeting date.
- 5.7 All meetings shall be conducted according to the principles of discernment and consensus.
- 5.8 The Team shall co-opt individuals with particular expertise and to establish sub-committees comprising members and non-members of the Team. These committees shall be given a clear statement of
- i. goals and objectives
  - ii. size, membership, selection and structure
  - iii. term of office
  - iv. how it shall function
- 5.9 The Team shall be accountable to the Bishop.
- 5.10 The Bishop shall nominate a team member to be an RCIA representative on the Diocesan Combined Liturgy and Faith Development Commission.
- 5.11 The Chairperson shall produce an annual report of the team's activities for submission to the Bishop.

## **6. Funding**

- 6.1 The Team shall determine the financial needs for each coming year and submit a Budget request to the Diocese.

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