

CRS Diocesan Director Ministry Guidelines

General Description: CRS partners with Diocesan Directors to incorporate global solidarity into ministries in the diocese, thereby advancing our shared mission and vision of global solidarity, by:

- Representing Catholic Relief Services in the (Arch)diocese;
- Educating Catholics about Catholic Social Teaching and the work of Catholic Relief Services;
- Engage Catholics, especially parishioners, in international concerns, through CRS' programs such as CRS Rice Bowl, Catholics Confront Global Poverty, CRS Ethical Trade, etc.;
- Offering training to parish leaders including how to organize a "Global Solidarity" ministry team;
- Coordinating the diocesan response to international emergencies, and;
- Collaborating with other offices in the diocese to advance the work of global solidarity.

Suggested Responsibilities:

- Attend the CRS Diocesan Director Orientation and regional meetings of Diocesan Directors as appropriate.
- Represent CRS at diocesan and parish events with exhibits, workshops, and public speaking.
- With the support of CRS and coordination with relevant diocesan offices, develop a global solidarity plan for the (Arch)diocese and report on progress to the bishop.
- Form a CRS team (or possibly a joint CRS/CCHD committee), or incorporate CRS efforts into a larger (Arch)diocesan team.
- Coordinate, manage and promote the annual CRS Collection.
- Work with various diocesan offices/ministries to incorporate global solidarity into their work and throughout the diocese. Such offices/ministries may include, but are not limited to, Ethnic Ministries, Youth Ministry, Evangelization, Religious Education, Schools, Liturgy, Social Action, Missions, Parish Social Ministry, Communications, and Universities.
- Build relationships with parishes (pastors and parish leadership) to incorporate global concerns into broader parish-based social ministry through the use of CRS' parish resources.
- Recruit and train lay leaders, such as parish CRS Rice Bowl coordinators, to take ownership for and increase global solidarity activities in the diocese.
- Organize parish and diocesan events to educate about poverty and Catholic Social Teaching, particularly the call to global solidarity, and "Communities of Salt & Light".
- Work with the Catholic and secular media to publicize local events related to CRS and to ensure coverage of CRS' emergency and development work to increase awareness of, and participation in, the work of CRS in the diocese.
- Develop, manage, and/or coordinate with a diocesan legislative network to involve Catholics in advocacy on behalf of issues of concern to the people CRS serves, and to implement Catholics Confront Global Poverty
- Manage and evaluate diocesan participation in the CRS Rice Bowl to promote participation in all four elements of the program (prayer, fasting, learning, and giving), ensure accurate ordering for good stewardship, and oversee the granting of local funds (25%).
- Share trends and information of the diocese with national and regional CRS.
- Report to and staff the Bishop on international issues and activities of CRS.



Skills Required:

- Commitment to engaging Catholics in the social mission of the Church
- In-depth knowledge of Catholic Social Teaching
- Familiarity with Church structures
- Good networking and communication (oral and written) skills
- Good organizational skills
- Computer skills, including knowledge of word processing or desktop publishing programs and the internet
- Community organizing skills a plus