

Thy Kingdom Come!

GUIDELINES FOR THE SECTION DIRECTOR’S ASSISTANT

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Introduction

1. The section director has the help of one or several assistants who work with him in the growth, organization, and coordination of the section's life and activities. They also help him in the ordinary duties that the section director assigns them, as specified in these guidelines, so that the director can dedicate himself more fully to giving personal attention and spiritual formation to the members by administering the sacraments (if priests), spiritual direction, and preaching. This will also allow the section director to dedicate more time to forming other assistants and formators, to spiritual direction, and to the multiplication of sections or of the centers of the section.
2. These guidelines are meant to help the section director's assistant in the task of sagaciously, skillfully, and effectively promoting the section's growth. He should have his sights set on expanding Christ's Kingdom by seeking new members, forming committed and authentic Christians, and through their effective organization and apostolic activity.
3. These guidelines are divided into two parts: the first part traces out their main tasks, while the second sets forth the life of the section through the areas of integration, growth, apostolate, formation, economy, and ECYD.
4. When the section director has more than one assistant, he can assign each one distinct functions. For example, one can be dedicated to the field of apostolate and growth, and the other to integration and formation. Or he could entrust each one with a collection of teams or groups, or with a center. This can be organized as best fits the circumstances of time and place.

First part: The section director's assistant

Profile of the section director's assistant

5. The assistant's heart should resound with the words of St. Paul: "He loved me and gave himself up for me" and "The love of Christ impels us". The experience of the love of God gives a soul the desire to respond with a passionate love for Christ, the Church, and the Movement. That is the source of the urgency of enkindling our zeal, fostering ardor for attracting as many souls as possible to Christ, and infusing them with the passion of love for Him and for the Church. We *must* recognize that only convinced people can convince others. We must give Regnum Christi the dynamism and apostolic zeal that is the essence of its charism. Regnum Christi's time has come.
6. The person who has been named section director's assistant should be very aware that he is an instrument in God's hands, and that his apostolic success will depend fundamentally on his union with Christ and on his real love for souls, nourished in the Gospel and the Eucharist. He should also seek to know and assimilate the specific charism of the Movement more and more so that he can faithfully conserve it and pass it on as a gift of God for the lives of its members and for the Church.

Lines of dependence of the section director's assistant¹

7. He carries out all of this work in direct dependence on the section director, with whom he should meet at least weekly to cover whatever section matters require it.
8. The assistant informs the section director about the section's life and apostolic activity, preparing the draft of the section report according to the established format, and asking for the monthly administration report. The report is written with the help of the statistics that the section secretary keeps updated.
9. The assistant makes sure that the group leaders pass their monthly report to the section director and that, in their turn, the group leaders are receiving the reports from their team leaders.

The priority tasks: direct, attend, and launch

10. *Directing* means collaborating actively and diligently with the section director in programming, supervising, organizing, and coordinating the section's life and activities, mainly using the coordination team and the group leaders. It means helping all those members who carry out any kind of responsibility in the section with his advice, guidance, and supervision. It also means keeping up the mystique, fervor, commitment, and professionalism of those who work with him. It means applying the means to fulfill the section director's guidelines and the growth plan on time and effectively. He does this work primarily through meetings with his team, the formators, and the members in general.

¹ Appendix 2 of this document contains a chart with his lines of dependence and spheres of competence.

11. *Attending* the members means caring for their growth in holiness, forming formators, and helping them on the path toward their vocational fulfillment. It means being up to date on each member’s situation and needs, and accompanying them as they follow Christ. It also includes the work of transmitting *esprit de corps* and a spirit of generosity and growth among members and friends. To carry out this work, he works through spiritual direction,² apostolic dialogue, and also more relaxed moments with the members. He particularly attends those members who could take on directive responsibilities in the section or in the Movement, as well as those who could be co-workers, formators, or might have vocational interest.
12. *Launching* means constantly looking for the opportunities for growth and apostolate, and to make the most of them, since the love of Christ impels us. It’s not a matter of being passively blown about by the winds of opportunity, but going out to achieve the objectives set in the growth plan, effectively launching each one of the members and apostolates, and using his own talents and those of his people to the full.

1. Directing the section

13. To carry out his task of supervising, organizing, and coordinating the section, the assistant has the following individual and group meetings.

a. Established by the Regnum Christi Statutes:

With whom	Frequency and type	Purpose
Section director	Weekly (Individual meeting)	Cover whatever section matters require attention (SRRC 982. 1) Recommended maximum length: 30 minutes.
Group leaders (individually)	Monthly (Individual meeting)	Go over the progress of the group and the fulfillment of the annual program (SRRC 982. 1) Recommended maximum length: 30 minutes
Section director with the group leaders*	Monthly (Group meeting)	Programming and analysis of the fulfillment of the section program (SRRC 982.2) Recommended maximum length: 1 hour
Section director with the section’s AFIRE coordination team*	Monthly (Group meeting)	Programming and analysis of the fulfillment of the section program (SRRC 982.2) Recommended maximum length: 1 hour

* He can preside over these meetings if the section director delegates it to him.

b. Group meeting of the local Regnum Christi apostolate coordination team

² The section director’s assistant can, when trained, also be a spiritual guide for some members.

c. Recommended individual and group meetings.

Who participates	Frequency and type	Purpose
AFIRE Coordinators of the section (individually)	Monthly (Individual meeting)	Give follow up to the activities of the section's yearly program
All the formators of the section	During a weekend at the beginning of each semester	Present the program and calendar of the section, hand out responsibilities, set positions and dates, and above all, imbue a strong mystique of belonging, growth, and generosity; make them see that "the section is in their hands."
Group leaders, AFIRE coordinators, and the most representative formators of the section	Five months before the end of the school year	Write the section's annual program for the next year, and the budget.

2. Giving personal attention to the members

18. The assistant should participate actively in the life of the section. He should especially try to be present in the key moments to carry out his work of supporting the section director. He should know all the members by name and give them the necessary confidence to come to him at any time to ask for his help or advice.
19. His priority should be to give deep and constant attention to souls, leading each member to his vocational fullness in the Regnum Christi charism. He should ensure that all of the section members are attended with the required frequency by their team leaders and spiritual guides.
20. For growth in mystique and in the number of apostles in the section, the assistant supports the director so that he always has a group of qualified formators and a group of members who could become formators and who are in training. To form them, he should make sure to follow the plan for the formation of formators. Ideally, to guarantee the solidity and growth of the Movement, at least 30% of the section's members should be formators. One particularly suitable means for this is to invite each formator to be training at least one future formator³.
21. He should try to discern the area in which each formator can best develop his own gifts and launch them in that area. He should apply the principle of *hacer hacer* (get others to do) and *dejar hacer* (let others do), entrusting them with concrete tasks and big responsibilities according to their preparation and degree of integration.
22. At least once a month, he should talk to the apostolate directors, to be up to date on their mission, ensure they can help anyone who may be called to become a Regnum Christi member, to vocations, and to the search for new formators.

23. At least once a month, he should meet with the members of the AFIRE coordination team and the group leaders⁴, making sure that each one has a program with clear objectives and effectiveness indicators, to launch the section's life. He should give follow up to each of the activities, ensuring that they are well organized in advance and successful. He should constantly evaluate the outcomes.
24. The team leaders are key for the team members' perseverance, integration, and apostolic projection. Thus, it will be important for the assistant to give attention to them and encourage them to fulfill their responsibility with true zeal.

Guiding souls to their vocational fulfillment

25. He should work with determination to create a spirit of self-giving within the section. This means he should not settle for the souls to just be good, but should lead them to the highest levels of holiness and apostolic dynamism. He should make sure that they are given deep, systematic, and frequent spiritual direction; that the preaching they receive is strong and committing, that everyone has a demanding apostolate that responds to the needs of the Church, and that they actively participate in parish life.
26. He should tirelessly promote vocations and help all of the section members to do the same. The assistant is to offer training, information, and motivation that will increase their appreciation for vocations, as well as prayer and action so that those who are called can generously respond to the Lord's invitation to work in his vineyard⁵.
27. He should work with great constancy to help the second degree members be the heart of each section by their example, self-giving, and availability⁶.

3. Launch

28. "It is from this vision that the section director's assistant should mark out his objectives and define the means to achieve them, actively participating in writing the local growth plan and working toward its fulfillment.
29. In dependence on the section director, he should help the AFIRE team, group leaders and team leaders to project the section in the long, medium, and short-term ranges, with ambitious yet realistic goals in all areas of work.
30. The section director's assistant who is just beginning his work should learn about the needs of the local Church, and the possible fields of evangelization and growth. He should propose to the section director the strategies that he considers best for the section's growth and consolidation.
31. He should be attentive to the opportunities that God, in his providence, puts in his hands. He should be attentive to the main concerns of the diocesan bishop and of local parish

⁴ If the section director has this dialogue with the coordinators and leaders, it is not necessary to have two meetings.

⁵ Cf. Regnum Christi Prayer Book. Eucharistic hour prayers.

⁶ Cf. Second degree Regnum Christi Handbook.

priests so that he can make those priorities his own, contributing to them according to Regnum Christi's charism. He should know and follow up personally with people of greater leadership in order to bring them to Christ.

Some indicators of effectiveness

32. Below are some indicators that can help the section director's assistant evaluate the fulfillment of his mission. They are not exhaustive, but merely provide some parameters to measure the health of the section:

- The members' charity among each other and toward all members of the Church.
- The promotion and growth of vocations to the priesthood or consecrated life.
- The growth of Regnum Christi and ECYD in quality and quantity
- The number of people attended in spiritual direction, and the members' esteem for this means of perseverance.
- Attendance at triduums and conventions.
- The spirit of generosity.
- The activities at the service of the parishes and parish priest's requests to work with them.
- The number and vitality of the evangelizing small groups that depend on the section.
- The number and formation of the formators, and eagerness of members to become a formator.
- The number of second degree members.
- The number of young people who go on to the adult sections.
- The economy of the section that allows for undertaking new apostolates.

Second Part: Life in the Section, AFIRE

33. Since Regnum Christi is a vocation, a mission, and a way of living the Catholic faith, the life of the section cannot be reduced to a collection of extraordinary activities. What is most decisive for the Movement's vitality and ability to put its charism at the service of the Church is ordinary life in the section.

34. It can be said that the ordinary life of the section is spelled out in five big areas: integration, growth, apostolate, formation, and economy.⁷ It is in these aspects that the section director's assistant—and in reality, every Movement member—should seek the development and flourishing of Regnum Christi. It is not about setting up control mechanisms or merely optional elements, but about the vital functions of a Regnum Christi section.

Integration

35. The assistant, with all the formators of the section, seeks to get each member to make it his first aspiration and goal to achieve a deep integration with his own vocation to holiness in the Church, according to the specific traits of Regnum Christi's spirituality, mystique, and charism. "The Movement member finds in his integration with Regnum

⁷ Translator's note. The acronym in English is AFIRE (apostolate, formation, integration, recruitment, economy), ICAFE in Spanish.

Christi a particular way of loving Christ, the Church, and the world.”⁸

36. Some of the means that are most helpful for the members’ integration with their Regnum Christi vocation are: the commitments of spiritual life, spiritual direction, participation in Regnum Christi activities, and the apostolate.⁹ One must also add that the living of the charism of charity, *benedicencia*, and *esprit de corps* constitutes one of the main gifts that God puts in the hands of Regnum Christi members to help them live their vocation, build the Church, and proclaim the Gospel in a credible way.¹⁰
38. He should help the Movement members cultivate their prayer and sacramental-liturgical life so that they irradiate spirituality, fervent piety, and love for the Eucharist. If possible, a concrete time should be set aside for members’ confessions, and there should be at least one Eucharistic hour per month for the entire section. This Eucharistic hour can be in the center or in some oratory or parish, as long as the due permissions are granted.
39. The weekly team life revolves around the Encounter with Christ, where the members grow in their enthusiasm to be spiritually renewed and take on apostolate. The assistant should make sure that this activity is carried out according to the methodology and established frequency.
40. He should make sure that all of the section members are renewed every year in their triduum retreat.
41. He is to help the director effectively motivate the members to attend annual conventions as a necessary means to acquire a solid formation and a real and progressive commitment to the Movement.

Growth

42. Growth is the law of life if the Movement is to be able to serve the Church and society: we need to grow more to evangelize more. For that reason, he should imbue a great apostolic zeal that will lead them to constantly increase the number of people who get to know, live, and transmit Christ’s love. This is how Regnum Christi seeks to put qualified lay people who are deeply in love with Christ at the service of the Church.
43. To be able to grow and respond effectively to the needs of the Church, the section director’s assistant has the help of formative and apostolic resources.
44. Since the Movement seeks to form apostles, he should facilitate the members’ participation in the work of evangelization. Thus, in collaboration with the apostolate directors, he should offer members and friends opportunities to train themselves in the art of seeking people out to invite them to get to know Christ in the Movement and be sent by him to preach.¹¹

⁸ *Regnum Christi Handbook*, n. 261

⁹ Cf. *Ibid*, nn. 263-293.

¹⁰ Cf. Tertullian, *Apology for the Christians*, 29:4.

¹¹ Cf. Mark 3:14.

45. The section director's assistant should maintain a close relationship with the directors of our schools and the assistants from the other sections in order to assure that the strategic growth plan is carried out, and to foster the spirit of collaboration among all those who work in the locality. He should also be close to the directors of other educational institutions, parishes, youth groups, etc. to be able to offer them the Movement's help for their formative and apostolic needs, according to our possibilities and charism.
46. He should make sure that every activity has a concrete plan to accompany the participants to form them and turn them into apostles for Christ, whether through Regnum Christi or some other charism approved by the Church. He should foster the members' creativity to look for new ways to involve more Catholics in the Church's mission of evangelization.
47. He should carry out a systematic, coordinated, and effective work in the search for leaders, detecting spheres of leadership and outlining a specific plan of action. He should imbue the formators and team or group leaders with zeal to draw leaders to Christ as a demand of love. Relations with parish priests and bishops should be given particular attention, and when appropriate, he should offer them the Movement's apostolic and formative resources.
48. He should pay special attention to the perseverance of incorporated members, making sure that they receive the ordinary means that are offered them. He should attend those members who are passing through difficult moments or who have grown distant, to sustain them in their difficulties, encourage them, and help them experience the sincere and unselfish charity we seek to live in Regnum Christi.

Apostolate

49. In agreement with the charism of Regnum Christi and urged on by the needs of the Church, the director and his team should seek to get all the teams of the section to participate in some ambitious apostolate. Although it is always good to do the apostolate as a team, it can also be done individually. The section director should enthusiastically promote the apostolates that can bring the greatest benefit to the Church and encourage the members to do apostolate in their own home parishes.
50. It is through their apostolic action that many members will have a deeper experience of Christ and savor the joy of sharing him with others. Thus, apostolic action is an especially effective means for identifying and training new formators, both men and women, who are integrated with their vocation and mission. It would be a grave mistake to stop the section members' apostolic projection because one thinks that they are still not sufficiently formed, since apostolic action is a catalyst for their formation, and since faith is strengthened when it is given to others.¹² We have to cast the nets, time and time again.
51. He should enthusiastically promote those apostolates that can most benefit the Church. Once he knows the diocese's pastoral priorities, he should carry out a truly ecclesial work, encouraging the members to contribute to the vitality of their parishes with their

¹² Cf. John Paul II II, *Encíclica Redemptoris Missio*, n.2.

holiness and apostolic action, supporting the concrete needs of the diocese and collaborating actively with their pastors.

52. The assistant should help the director to fully integrate the apostolate directors with the Movement and the section, and take care of the Movement members' life in the section. He should be close to the apostolate directors so that they feel him to be a real guide and an unconditional support in their work. The local Mission Network director will help in a special way to execute the model; the assistant, for his part, will focus more on the people who are carrying it out.

Formation

53. Through the formation coordinator, he should make sure that the formation program for youth sections is faithfully given so that over time all the members of the section complete the formative curriculum.
54. Aware that if the apostle is not a true man of God, he will not be able to fulfill the mission, offer activities in which the men or women of the section can come into closer contact with God (such as workshops, spiritual exercises, spirituality talks, etc.) and that will help them to grow in charity and exercise their apostolic zeal.
55. He should make sure that the study circles and other means for intellectual formation are always attractive, relevant, and professionally prepared. He should also ensure that the content given is in absolute fidelity to the Magisterium of the Church and that it trains the participants to give the men and women of our time a reason for the hope that is within them.¹³

Economy

56. The section director's assistant should make sure that the members live the spirit of gospel poverty and generosity that will lead them to make good use of their material goods. This will lead the members to openness to the needs of their less privileged brothers and sisters, as well as to the needs of the Church.
57. The Movement should invest whatever is necessary to be able to offer its members a formation adapted to the challenges that the Church must face; to organize quality activities; to sustain their own apostolates; and to launch new initiatives that will respond to the needs of the Church and of mankind, especially the underprivileged. In addition, vocations to the religious or consecrated life need to be sustained. The section director's assistant should make sure that the economy coordination proposes ambitious economic activities and projects that will generate incremental and ongoing revenue, as well as fostering among members a spirit of generosity in money matters, all with a view to establishing a strong and stable section economy.

¹³ Cf. 1 Pet. 3:15.

Communication

58. In each section there should be a person or a team, within the integration coordination team, who will act as a liaison with the Regnum Christi communications office. His main function is to distribute the messages and materials that this office produces in order to ensure that it reaches all of the members. It could be very helpful if he were to work closely with the section secretary. The assistant is to supervise, in accord with the section director, that he is effectively fulfilling his task.

Appendix 1: Documents that a section director's assistant should know

- Regnum Christi Member Handbook
- ECYD Statutes (currently in revision)
- Basic Regnum Christi Formation Program
- Formation of the Apostle
- A Regnum Christi section (cfr. Prot. S.G. 2782-2007/7)
- Guidelines for the Section Director's Assistant
- Guidelines for the AFIRE Coordination Teams of the Section
- Guidelines for Group Leaders
- Guidelines for Team Leaders

Appendix 2: Functions of the section director's assistant

Responsibilities of the Section Assistant
Applying institutional formation resources
Promoting and organizing regional, national, and international conventions
Organizing and promoting the section's local conventions
Assigning personnel in section (with approval of Section Director)
Choosing and securing locations for activities (retreats, triduum, etc.)
Organizing and maintaining the section's center(s)
Executing the section's approved calendar and program
Writing and following up on the growth plan
Seeking and selecting sources for formation
Organizing events planned in the section program or indicated by the territorial or general director
Promoting national and international events
Directing the section secretary
Operative direction of the section's AFIRE coordination teams.
Developing the annual program
Turning in reports
Administration and accounting

Appendix 3: Some means to ensure constant growth¹⁴

- Develop the growth plan of the local area and of the section.¹⁵ This is done with the RC Local Director, the section directors and their assistants, the ECYD assistants, and the local apostolate directors. Within the growth plan, define the Regnum Christi programs that will be implemented, who will be responsible for them, the goals, the places, and the dates to achieve it.
- Establish the numerical goals for growth for the current year, without losing the medium and short-range planning (contacts-members of Mission Network, incorporations, co-workers, vocations).
- Define with the local director of Mission Network the local calendar, and with the section director, define the calendar of the section and let people know about:¹⁶
 - Open retreats for mystique and growth
 - Open talks
 - Triduums of incorporation, renewal, conventions
 - Meetings of the executive team of the locality to give follow up to the implementation of the plan.

Structure: have people to take on responsibility for operating the section and achieving constant growth. Assist the Section Director to:

- Define the number and potential names of the future formators needed to achieve the growth plan
- Name the section secretary
- Name the general coordinators (AFIRE) as the size of the section requires
- Name the person in charge of communication for the section, and have a communications plan. Put him in touch with the territorial communication office.
- Create a network of promoters of conventions as well as of section apostolates and activities.
 - Members of the section whose apostolate is to promote a specific apostolate program or all of the Mission Network programs.
 - An updated database: team leaders, formators, and section in general.

Family Spirit

- Always keep the data base of e-mail addresses (of team leaders and section members) updated to be able to send them letters from our general director, invitations to Movement activities in general and of the section in particular, etc.
- Subscribe members to the "Mission" newsletter (with their consent). Start with the team leaders (cfr. www.regnumchristi.org)

¹⁴ Ideally, the section director's assistants should propose to their directors the way of applying these means according to the concrete reality of the locality.

¹⁵ In this plan, priority should be given to the growth and consolidation of ECYD and the means to achieve it.

¹⁶ Not only should it include the date of the activity, but also the steps in promotion to ensure its success and to coordinate the promotion along the various sections.

- Subscribe members to the daily meditations and RC Spirituality Center (with their consent). (cfr. www.regnumchristi.org)
- Subscribe to Zenit
- Have a shop with formation materials in the centers and set a goal for sales on books of spirituality

Formation

- Activities to train formators (cfr. Program for the formation of formators)
- Talks on current events and other means or formats

Apostolate

- Verify that each of the apostolates has its program defined
- Define a system of follow up for the implementation of the apostolates

Service to the Church

- Define the parishes where we want to implement programs

Economy

- Entrust fundraising projects to one or several teams as an apostolate
- Establish goals to fundraise and to create the awareness of it in the section:
 - Scholarships for the formation of RC members, priests and consecrated members
 - Funds needed for daily life of religious and consecrated members
 - Salaries for directors of Centers, etc.
 - For implementing RC programs