

Welcome and Orientation for the New Section Directors

We seek to give glory to God and make the Kingdom of Christ present in the hearts of all people and in society, by our sanctification in the state and condition of life to which God has called us, and by personal and communal apostolic action (SRCF 7.)

To fulfill our mission, we seek to make present the mystery of Christ who goes out to people, reveals the love of his heart to them, gathers them together and forms them as apostles and Christian leaders, sends them out and accompanies them as they collaborate in the evangelization of people and of society (SRCF 8).

LOCAL DIRECTOR'S ROLE in the orientation for a Regnum Christi Section Director

As a new person takes on the role of Section Director in a locality, these are the suggested points for the RC Local Director to cover with the director. Some of these things could be sent via email upon receiving the official appointment. Some points would be seen initially and the rest over the first three months of onboarding.

- Prepare an official locality welcome communication introducing the new Section Director.
- Present the landscape of the locality – situation of the diocese, demographics, RC presence and evangelizing efforts
- Present an overview of RC/ECYD History in the locality
- Review the Locality Evangelization Plan/Calendar
- Facilitate access to local database i.e. other section directors, local leaders, key institutions
- Is there Local Fundraising plan, what is the Section Director's responsibility?
- Identify some key players that it would be good to introduce personally the Director to – other Leadership team members in the locality, diocesan or parish personnel
- Review regular meetings of the work team. What is expected of the Director?
- Establish monthly touch base, one-on-one between the Director/RCD to review execution of section plan and trouble shoot an problems.
- Establish clarity on if the position receives a stipend, assure the writing up of any needed contracts if there is a stipend or salary according to the administrative guidelines of the territory.

FORMER SECTION DIRECTOR'S ROLE in the orientation for the New SECTION DIRECTOR

Accompaniment is key to a smooth transition in leadership. The outgoing Section Director in a locality plays a pivotal role in orienting the new Director. The following points should be covered by the outgoing Director.

- Section Database – Leadership work team (AFIRE, CORE), Group Leaders and Team Leaders, Spiritual Directors
- Past Section Program of Work/Calendar/Budget
- Any specifics of the Section Director Role in that locality – Is there a current local job description?

ORIENTATION FOR SECTION DIRECTORS

- Transfer and supply information on any applicable passwords/accounts (I.e. bank accounts, QuickBooks etc.)
- Facilitate transition of key relationships: local Pastors, School Principles, Diocesan contacts, Leadership Team, Group Leaders and Team Leaders, Heads of Apostolates
- Past local traditions/Files for the Section – events, venue information, service opportunities volunteer files, administration files, branding and formation plans for retreats.
- Facilitate meeting with ECYD Director to review transition plan for ECYD members to Regnum Christi

RC LIFE DEPARTMENT'S ROLE in the Orientation of a new Section Director

The following support is offered to every Section Director to assist in the orientation and transition into leadership.

Welcome Packet:

Personalized welcome note, with digital information packet.

(include access to the following):

- Portrait of the Regnum Christi Section Director
- Portrait of the Regnum Christi Team Leader
- Portrait of the Regnum Christi Chaplain
- Portrait of the Mature Regnum Christi Spiritual Director
- Portrait of the Regnum Christi Formator
- Guidelines for Naming Regnum Christi Spiritual Directors
- Contact information for Territorial Support and Leadership: Federation, LCs and CRC (who is who) Mission Support Team
- Links to Admin principles, safe-environment guidelines and code of conduct,
- Invitation to join National Section Director communication and peer coaching groups
- Links to training and professional development resources – Available via the Formation Pathway
- Schedule of upcoming webinars/conferences

Orientation Series

Goal: for each newly appointed Section Director to understand their role and the role of each appointed leader within their section, to grow in their personal leadership skills in order to collaborate and synergize activity, to understand the territorial support available to them, important administrative practices, and the role of authority at the service of mission

Orientation will cover the following topics:

- Role of the Section Director in relation to the other roles present within the locality
- Collaboration with the *Local* Federation Work Team (locality committee)
- Understanding National Governance and Support Teams (TDC, MST)
- Available Resources – Communication, Admin, Fundraising,
- Important ADMIN considerations: Volunteer registration, Safe Environment, Local Event Planning
- Working with Team Leaders
- Building your Work Team (AFIRE, Core Team)

- Ongoing Professional Development and Accompaniment (Formation Pathway, Personal Leadership Development assessment)
- Exercise of authority and leadership in the Kingdom

Onboarding New Directors

For a successful transition, a period known as “onboarding” is recommended. Onboarding is defined as *the action or process of integrating someone new into an organization*. Regnum Christi has always embraced the concept of *integration*, understanding the importance of fostering *the sense of belonging* for new members. Integration is key to their perseverance and engagement in the life and mission of Regnum Christi.

Goal: Understand the responsibilities of the Section Director in their particular locality. Provide personal accompaniment and mentoring for each leader.

The Role of the RCD in the Onboarding Process

The responsibility of the RCD in this onboarding period is to establish a good working relationship that fosters an environment of transparency, good communication and feedback. Both affirmation and acknowledgement of things well done and areas of improvement are important behaviors to model from the beginning. The RCD should offer any needed clarity of vision regarding the evangelization plan for the locality and assure the development of collaborative relationships with other leaders is progressing.

Role of the RC Life Department in the first three months of Onboarding:

- Accompaniment and Direction of Team Leaders
- Building work teams (AFIRE, Core Teams)
- Working with the RC Chaplain
- Working with Local Spiritual Directors
- Exploring relationship with local ECYD, other sections
- Coaching Groups
- Admin responsibilities
- Building their Section Plan and Budget
- Understanding Rule of Life
- Imparting the Charismatic identity in the section
- Formation Pathway overview

Role of the RC Life Department in the first six months of Onboarding:

Goal: Assist each Section Director to grow in directive responsibilities (moving from learning mode to leading mode)

- Application of the Formation Pathway
- Fortifying the Five Dimensions in their section
- Semester Reports (Review Indicators of Section Vibrancy)
- Contribution to LC/CRC assignment
- Running Effective Meetings
- Handling Challenging Conversations
- Collaborative work for vocations
- Imparting the Apostolic Principles within the section

The members of the institutions that form part of the Federation and the associated faithful are moved by the desire to make Christ's Kingdom present among us so as to renew society. They are aware that God counts on man's free collaboration to carry out his plan of salvation, in the light of numbers 8 to 10 of these Statutes. Therefore, they adopt certain principles that guide their choice of apostolic activities and the way they carry them out (SRCF 32)

These principles in addition to an in depth understanding of the Regnum Christi charism become the desired competencies for every formator. Your orientation and onboarding process should equip you with the means and resources to apply both the knowledge and the application of the charism and the apostolic principles.