

Secretariat Spiritual Director (rev. 1/2025)

Summary	Responsible for serving as the “pastor” of the LVCCM movement with a humble role-model of living a God pleasing moral and spiritual life, blessed with a people friendly personality. Offering guidance and direction from a clergy perspective and being the chief liaison with other clergy and with denominational officials.
Status	Voting member of the LVCCM Secretariat
Term	Three years
Qualifications	The secretariat spiritual director must be: ☐ Active in the Via de Cristo movement and LVCCM community and in a reunion group; ☐ Willing to serve; ☐ An ordained Lutheran pastor in good standing within a recognized denomination; ☐ Qualified as a lead spiritual director. These qualifications include: • Solid grasp of the progression of the weekend, the integrity of the basic structure of the weekend, and the grace-oriented content of rollos. • Service as spiritual director on more than one LVCCM weekend.
Responsibilities to NLS	☒ When practical, attend the annual meeting of the National Lutheran Secretariat (NLS) as the clergy representative of the LVCCM community.
Responsibilities to Secretariat	☐ Attend monthly Secretariat meetings when possible. ☐ Recommend and recruit qualified members for weekend spiritual direction teams. ☐ Offer counsel to pre-weekend chairperson when questions arise about a candidate’s application and suitability to attend an LVCCM weekend. ☐ Meet with denominational officials, pastors and congregations to strengthen relationships and explain and/or clarify the Via de Cristo movement and the LVCCM community. ☐ Qualify ordained Pastors who have served as Spiritual Director on weekends to be Lead Spiritual Director and maintain listing.
Responsibilities to Team and Weekend	☐ Gives names of spiritual directors for weekends to rector/a so they can be included in team. ☐ Attend weekend closings. ☐ Oversee training of weekend spiritual direction teams as necessary.

Responsibilities to Community	☐ Ensure that Lutheran theology is adhered to during all LVCCM weekends.
	☐ Submit articles to the <i>LVCCM website and other periodicals such as newspapers, newsletters, bulletins and videos.</i>
Responsibilities to training replacement	☐ Prayerfully review clergy who have served as spiritual directors on weekends, hopefully both men and women's weekends;
	☐ Prayerfully determine if clergy being considered exhibits qualities listed in Summary and Qualifications above;
	☐ Review job description in detail and in person;
	☐ Ascertain if clergy has given or will be given the opportunity to deliver all clergy talks;
	☐ Has demonstrated the ability to positively interact with other weekend team members and has demonstrated the ability to positively counsel candidates on weekends;
	☐ Has assisted in recruiting other clergy to attend a weekend as a candidate or to serve as a spiritual director for a weekend;
	☐ Is willing and able to fulfill the responsibilities listed above.