

13. Newsletter Editor (co-opted onto Secretariat)

(Draft) January 2018

1. To produce a Newsletter applicable to the Lincoln Anglican Cursillo Movement.
2. This could include items of relative interest, reports of and from individuals that have attended a Cursillo event within and without the county, reports from the Lay and Spiritual Directors, contact information of Secretariat members and Reunion Convenors, posters and dates for forthcoming events, meetings and forthcoming other Cursillo Weekends, especially those that have been sent Palanca.
3. The Newsletter to be produced regularly and could be timed to be post the Secretariat meetings or Cursillo events.
4. The name of the Newsletter to be agreed by the Secretariat.
5. Remind LD and SD that their reports are due.
6. To work within the framework of Confidentiality as accepted by the Lincoln Anglican Cursillo Movement.
7. The Newsletter to be produced in a format suitable for ease of distribution by mail and/or electronically.
8. Distribution to be by the Editor and/or by the Website Editor and be publically visible on the Website.
9. The Newsletter to be distributed to active, past members and friends of the Lincoln Anglican Cursillo Movement.
10. Report to Secretariat regarding Newsletter activity.