

CWL New Council Executive Structure and Accountabilities

(in effect upon your next election)

Officers at parish level shall be:

- president
- vice-president
- secretary
- treasurer
- past president
- chairpersons of standing committees (three)

President (no change)

The president, as the chief officer, shall:

- (a) inform the membership of the position of the League on current issues and priorities and new programs
- (b) foster open communication with the spiritual advisor on all League matters
- (c) preside at all meetings and conventions of the council concerned
- (d) be a signing officer for all official documents
- (e) provide active leadership
- (f) initiate policy, in consultation with the officers of the council concerned
- (g) keep fully informed on the operation of the League and report annually to the membership
- (h) be an advisory member of all committees except the nominations and elections committee
- (i) be the official spokesperson for her council
- (j) perform such other duties as may be incumbent upon her office
- (k) appoint committees

Vice-President

The Vice-President shall:

- (a) become president automatically after serving her elected term as vice-president
- (b) perform the duties of the president in her absence or inability to serve
- (c) recruit members and maintain membership
- (d) develop League resource material
- (e) ensure annual reports are completed
- (f) oversee life membership
- (g) be responsible for League development and leadership training
- (h) perform such other duties as may be delegated to her by the president

Secretary

The secretary shall:

- (a) record the minutes of all meetings of the council concerned and retain them as a permanent record
- (b) be a signing officer for all official documents
- (c) have charge of all papers and records of the council concerned
- (d) be responsible for reports as required
- (e) attend to correspondence as required
- (f) be responsible for communications to council members

Treasurer (no change)

The treasurer shall:

- (a) maintain the financial records of the council concerned and have them appropriately audited or examined annually
- (b) receive all League monies and pay all accounts as authorized
- (c) be a signing officer for all official documents
- (d) present a report of revenues and expenditures at meetings
- (e) prepare and monitor annual budget

Past-President (no change)

The past president shall:

- (a) serve in a consultative capacity
- (b) be responsible for archives and history
- (c) facilitate the study and implementation of the Constitution & Bylaws
- (d) perform other duties as assigned by the president

CHAIRPERSONS

Faith

Chairpersons of faith shall evangelize, promote spiritual growth, and encourage all levels to

- (a) pray, individually and communally
- (b) uphold the sanctity of life
- (c) study Catholic teachings
- (d) stress the importance of the role of women in the church
- (e) foster vocations
- (f) advance ecumenical and interfaith endeavours

Service

Chairpersons of service shall encourage all levels to

- (a) promote activities in service to members, the parish and the community
- (b) advocate for and support services that include but are not limited to homelessness, human trafficking, poverty, bullying and racism
- (c) educate members about charitable needs, especially mission assistance at home and abroad

Social Justice

Chairpersons of social justice, guided by Catholic social teaching, shall encourage all levels to

- (a) uphold the life and dignity of the human person
- (b) advocate for the poor and the vulnerable and their inclusion in society
- (c) advocate for the dignity of work and the equal rights of workers
- (d) care for God's creation
- (e) educate members and keep them informed of relevant social justice issues
- (f) initiate resolutions on relevant issues

Note: These descriptions are taken directly from the Constitution and Bylaws (existing in black) and the 'National Proposed Motions' (new in blue) that are now adopted with your council's next election.