



KNIGHTS OF COLUMBUS
CRISTO REY COUNCIL #16073
153 E. Brighton Ave.
El Centro, California 92243

GUIDELINES FOR DIRECTORS

MEMBERSHIP DIRECTOR: (Trustee Gary Hayes)

- Plans and oversee all recruitment and retention activities
- Coordinates fall and spring recruitment drive
- Serves as chair of the Admission Committee
- Guides the membership on recruiting and retention techniques and provides tools as needed
- Informs council membership on recruitment results and status

PROGRAM DIRECTOR: (Bro. Eric McCormack)

- Organizes and supervises the work of all directors except for the Membership Director
- Has overall responsibility for the planning, execution, and evaluation of all council programming activities
- Organizes the Master Calendar of events to keep members updated on events
- Keeps accurate records of council programs for reporting on the Annual Survey of Fraternal Activity and the Columbian Award Application

CHURCH DIRECTOR: (Dcn. Domingo Enriquez)

- Organizes an annual celebration for deceased Knights
- Organizes memorials for departed brothers
- Serves as a liturgical minister and encourages the council membership to be involved as a liturgical minister
- Meets as needed with the Program Director to help coordinate activities

COMMUNITY DIRECTOR: (Outside Guard Antonio Martinez)

- Plans activities to benefit the community
- Serves as the chair for the annual Persons with Intellectual Disabilities drive (Tootsie Roll Drive)
- Meets as needed with the Program Director

COUNCIL DIRECTOR: (Dcn. Sergio Hernandez Jr.)

- Oversees Council attendance
- Orders name tags for brothers
- Tracks member involvement (Active/Inactive members)

CULTURE OF LIFE DIRECTOR: (Trustee Carlos Fletes)

- Represents the Council at the "Culture of Life" meetings
- Promotes awareness to the Pro-Life Cause in the community
- Meets as needed with the Program Director to help coordinate activities

FAMILY DIRECTOR: (Bro. Salvador Martinez)

- Meets as needed with the Program Director to help coordinate all activities
- Plans activities to benefit the council membership and their families

YOUTH DIRECTOR: (Bro. Eric McCormack)

- Meets as needed with the Program Director to help coordinate all activities.
- Develops, execute, and evaluate enjoyable and educational activities for youth in the faith community.

SOCIAL ENGAGEMENT DIRECTOR: (Trustee Victor Jaime)

- Plans activities to benefit the enjoyment of the council membership
- Oversees potluck organization including menu, set-up and clean up
- Organizes quarterly Cooperate Communions
- Liaison between other Councils and Assemblies

'WAYS AND MEANS' DIRECTOR: (Bro. Bob Nelson)

- In charge of fundraising efforts
- Chairs the Way's and Means Committee
- Provides report at the end of Columbian year of fundraising efforts

STANDING COMMITTEES

MEMBERSHIP/RETENTION COMMITTEE

- Make sure all Brothers are involved
- Assist the Membership Director in the planning and execution of recruitment efforts
- Contacting Brothers who have not been involved and find out how to get them involved
- Makes sure all Brothers are educated on the Insurance Program

ADMISSION COMMITTEE (7 Members)

- Conduct interviews with prospective members
- Present their findings to the council
- Inform prospective candidates when their First Degree will be held