

Secular Order Discalced Carmelites
Mt. St. Joseph Seminary - Office of Provincial Delegate Western Region
P.O. Box 3079 San Jose CA 95156-3079 (408) 251-1361

APPOINTMENT OF SPIRITUAL ASSISTANT

Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Appointed to OCDS _____ Community/Group

“The Spiritual Assistant to each community is usually a friar of the Order. His duty is to give spiritual aid to the community so that its members may be guided in their vocation and may correspond with it as perfectly as possible. He will also endeavor to promote solidarity between the secular community and the friars and the nuns of the Order. At the invitation of the Council he may attend meetings of the Council, without having a right to vote. At the different stages of formation of the candidates, he will be available to interview them. The Council may consult him about the suitability of the candidate to assume the responsibility of the vocation to the Secular Order. He will support the formation of the community by his availability to the Director of Formation. ...The Spiritual Assistant must be well versed in Carmelite spirituality and well-informed in the Church’s teaching concerning the role of lay people in the Church.”
(O.C.D.S. Constitutions #44)

In addition to the duties outlined above in #44 the spiritual assistant:

1. Attends the monthly meeting.
2. Prepares and delivers a spiritual conference to the Community / Group each month according to the outline of topics mutually agreed upon with the Council.
3. Celebrates the Eucharist if it is possible and opportune.
4. Accepts candidates into Formation, and receives the Promises and Vows of the members in the name of the Order and signs the appropriate forms. (When necessary he may delegate this duty)

This appointment is being made of the above stated person with the understanding that the person accepts the duties and obligations of being a spiritual assistant in the Secular Order of Discalced Carmelites, and has the permission of his/her superior. This person is hereby appointed to that same office as of: _____ . This office expires upon the appointment of a successor.

Name: _____ Date: _____

Fr. Donald Kinney, OCD
Provincial Delegate for OCDS