



DIOCESE OF SACRAMENTO

2110 Broadway • Sacramento, California 95818-2541 • 916/733-0225 • Fax 916/733-0224

Parish Advocate Training Program – April 21-23, 2020 *Assisting Parishioners in the Annulment Process*

Registrations are being accepted for the Tribunal's fourth **Introductory Parish Advocate Training**. The program will be held April 21-23, 2020 at Christ the King Retreat Center in Citrus Heights. Priests, deacons, and lay people are welcome and encouraged to participate. More than 90 people have completed the Parish Advocate training.

The Introductory program addresses (1) the job description and role of Parish Advocates, (2) marriage in Church teaching and law, (3) impediments, (4) grounds for nullity, and (5) types of cases and required procedures.

The Advanced program will be held September 15-17, 2020. Only those lay people who have completed the Introductory and Advanced programs may serve as Parish Advocates, along with priests and deacons.

The registration information is attached and may also be found on the Tribunal's webpage: <https://www.scd.org/tribunal/tribunal-resources>.

Questions? Contact Cheryl Tholcke, Moderator of the Tribunal Chancery, at 916-733-0231 or ctholcke@scd.org.

2018 Parish Advocate Class





Parish Advocate Job Description

DEFINITION OF A PARISH ADVOCATE

In the Diocese of Sacramento, a *Parish Advocate* is a person approved by ecclesiastical authority who safeguards the rights of a party in a canonical process. The *Parish Advocate* is first and foremost a representative of the Church, ministering to people who need the assistance of the Tribunal to determine and clarify their marital status. The *Parish Advocate* accompanies the party throughout the canonical process. The *Parish Advocate* may be a member of the same parish as the party or may be an *Advocate* located in the same deanery as the party. This is an unpaid role.

ROLE AND RESPONSIBILITIES

- Using Tribunal guidelines, meet with the party to determine/propose the type of case to submit (Formal, Lack of Form, *Ligamen*, etc.).
- The *Advocate* regularly meets with the party, providing support and advice throughout the process.
- Write a brief assessing the party's circumstances, character, and credibility. The *Advocate's* observations and evaluations assist the Court in understanding the context of information provided.
- Assist the party throughout the process with completing forms, providing quality testimony, procuring witnesses, etc.
- With the party, inspect the Acts (testimony) and review the documents produced by the parties and their witnesses.
- Encourage the party to be active on their own behalf.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

A *Parish Advocate* must be an adult who is a Catholic in good standing. In the Diocese of Sacramento, the position of a *Parish Advocate* requires (1) recommendation of his/her pastor/parochial administrator, (2) attendance at two three-day workshops led by the Tribunal, (3) appointment by the Tribunal (for a term of four years), (4) completion of the Oath of Confidentiality, and for continued service (5) attendance at update workshops once every three years.

PREFERRED SKILLS

- Compassion, intelligence, and integrity
- Organization (capacity to fulfill the procedural functions of the role)
- Ability to keep matters confidential
- Communication and listening skills
- Computer literacy/ability
- The ability to speak and write in Spanish, Korean, Tagalog, or Vietnamese is always an added benefit in many of the Tribunal's cases but is not required.

ADDITIONAL NOTES

The Tribunal provides training, support, and resources for *Parish Advocates*. Tribunal staff members are available to *Parish Advocates* to answer questions, consult on cases, and troubleshoot as needed.



The Tribunal ✦ Diocese of Sacramento
2110 Broadway ✦ Sacramento CA 95818 ✦ (916) 733-0225 ✦ FAX (916) 733-0224

INTRODUCTORY PARISH ADVOCATE TRAINING – REGISTRATION FORM

April 21-23, 2020 – Christ the King Retreat Center

This is the first of two required courses in order to be appointed a Parish Advocate in the Diocese of Sacramento.

ONE FORM PER PERSON.

LATE FEE \$30	If registering after April 1, 2020, add \$30. <i>(Please call the Tribunal to inquire about available space before submitting this form.)</i>	\$
COMMUTER OPTION \$135	Select this option if you are not staying overnight at Christ the King. Includes hospitality, breakfast, and lunch, Wednesday night social, and materials.	\$
	Dinner <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday (please check if staying for dinner on one or both evenings) Add \$20 for each dinner.	\$
RESIDENT OPTION \$295	For participants staying overnight at Christ the King; includes room on Tuesday and Wednesday nights and all meals for the program and materials – \$295/per person	\$
RESIDENT OPTION PLUS \$60	Arriving on Monday night? Add \$60 for added room night (April 20, 2020)	\$
MONDAY NIGHT DINNER \$20	This option of eating at a nearby restaurant is offered for those who arrive Monday evening, March 20, 2020. We will carpool to the restaurant.	\$
Please make your check payable to Tribunal – Diocese of Sacramento		TOTAL \$

NAME <i>(first and last name; include title: Mrs., Mr., Ms., Deacon, Fr., etc.)</i>			
NAME TAG <i>(what name shall people call you?)</i>			
PARISH or ARCH/DIOCESE			
PASTOR'S NAME			
PASTOR'S SIGNATURE <i>(Required for Sacramento Diocese participants)</i>			
PARISH MAILING ADDRESS			
CITY / STATE / ZIP CODE			
YOUR MAILING ADDRESS <i>(include if you wish Tribunal mailings sent to your home address instead of parish)</i>			
CITY / STATE / ZIP CODE			
PHONE NUMBERS	<i>(home)</i>	<i>(work)</i>	<i>(cell)</i>
YOUR E-MAIL ADDRESS <i>(REQUIRED – additional information will be sent via e-mail. This must be your personal e-mail; no shared e-mail addresses are allowed.)</i>			