

# **Glossary of Council Terms**

*St A  
DCCW*

**St Augustine Diocesan  
Council of Catholic Women**

**Revised 2018**

## INDEX

Affiliation	1	Help-A-Child	4
Anniversary Mass	1	Hugs for the Homeless	5
Associates of NCCW	1	Human Trafficking	5
Board Member	1	Individual Member	5
Born Free Program	1	Leadership Commission	5
Burse Club	1	Legislative Committee	5
Bylaws	1	Madonna Plan	5
Camp I Am Special	1	National Council of Catholic Women (NCCW)	6
Camp I Am Special Fashion Show	1	NCCW Mission Statement	6
Catholic Charities USA	2	Nominating Committee	6
Catholic Days at the Capitol	2	Past President	6
Catholic Relief Services (CRS)	2	Province Director	6
Catholic Woman's Club of Jacksonville	2	Purse Vocation Club	6
The Channel	2	Recording Secretary	6
Commissions	2	Red Mass	7
Corresponding Secretary	2	Refugee Women's Emergency Fund	7
Council of Catholic Women (CCW)	3	Resolutions	7
Cross Catholic Outreach	3	Respite	7
Deanery	3	Roberts Rules of Order, Newly Revised	7
Deanery President	3	Service Commission	7
Deanery Vice President	3	Spiritual Advisor	7
Diocese	3	Spirituality Commission	7
Diocesan Council of		Standing Commissions	8
Catholic Women (DCCW)	3	Treasurer	8
DCCW Executive Board	3	United State Conference of	
DCCW President	3	Catholic Bishops (USCCB)	8
E Secretary	4	Vice President	8
Fair Trade	4	Water for Life	8
Florida Conference of		Works of Peace and Reconciliation	8
Catholic Bishops (FCCB)	4	World Union of Catholic Women's	
Florida Council of Catholic Women (FCCW)	4	Organizations (WUCWO)	8
Gladys White Memorial Burse Club	4		

**Affiliation:** A parish women's group that chooses to become a member of the National Council of Catholic Women.

**Anniversary Mass:** is an annual celebration to honor couples who are celebrating long term marriage. Couples celebrating 25, 30, 35, 40, 45, 50 or more years are invited to attend. Couples renew their wedding vows and have the opportunity to be honored by the Catholic community. Each couple is personally honored by the Bishop and given a rose by a representative of the DCCW.

**Associates of NCCW:** An organization (Auxiliary) of NCCW whose sole purpose is to help raise money for NCCW to fund projects not in the NCCW budget. Associates have one meeting a year that is held at the NCCW annual convention.

**Board Member:** A member who is elected or chosen by the president to serve in an appointed position for a specified term.

**Born Free Program** Funds raised by affiliations through the donations for Mother's Day and Father's Day card. Monies are presented to the Bishop. The Bishop distributes them to pro life agencies throughout the diocese.

**Burse Club:** See "Gladys White Memorial Burse Club"

**Bylaws:** An organization's bylaws define its name, purpose and the general means employed in carrying out its business. Bylaws should be reviewed annually.

**Camp I Am Special:** run by Catholic Charities for persons with disabilities. The mission is:

1. To provide a 6 day, recreational and residential summer camp experience for children, teenagers and young adults who are challenged by physical, emotional or developmental disabilities.
2. To provide respite for families of these children, teenagers and young adults who are challenged by physical, emotional or developmental disabilities.
3. To provide a challenging and rewarding service opportunity for high school and college students.
4. To promote the charitable mission of the Church by encouraging the stewardship of persons, both lay and religious, from our Diocese.

**Camp I Am Special Fashion Show:** sponsored by the St Augustine DCCW to benefit the Camp I Am Special program. The models are the campers and they are escorted by their Buddies.

**Catholic Charities USA:** the national office for local Catholic Charities agencies and affiliates nationwide. It provides strong leadership and support to enhance the work of local agencies in their efforts to reduce poverty, support families and empower communities. Staff and volunteers provide help and create hope for more than 9 million people of all faiths each year.

**Catholic Days at the Capitol:** each year Council of Catholic Women member's statewide journey to Tallahassee to participate in, the Florida Catholic Conference of Bishops, "Catholic Days at the Capitol". After a briefing on pending legislation affecting families, migrant workers, education, life and human dignity issues and other social concerns, attendees meet the legislators to discuss the pending legislation. The Days end with a Red Mass, which signifies invoking the Holy Spirit on the year's legislative sessions.

**Catholic Relief Services (CRS):** was founded in 1943 by the Catholic Bishops of the United States to serve World War II survivors in Europe. Since then, it has expanded in size to reach more than 100 million people in more than 100 countries on five continents. Its mission is to assist impoverished and disadvantaged people overseas, working in the spirit of Catholic Social Teaching to promote the sacredness of human life and the dignity of the human person. Through NCCW our Diocese supports the programs: Water for Life, Madonna Plan, Help-A-Child and Refugee Women Emergency Fund.

**Catholic Woman's Club of Jacksonville:** since 1917 this group's objectives are: to be spiritual, philanthropic, educational and social. This group is open to any Catholic Woman desiring to become a member. Mission Statement: The Catholic Woman's Club of Jacksonville has for its mission the attainment of the highest standards in cultural, civic and charitable activities and adheres to the fine traditions of our Catholic faith.

**The Channel:** a quarterly publication from the St Augustine DCCW to inform all members of news and issues of the Diocese.

**Commissions:** comprised of Leadership, Spirituality and Service. See individual descriptions.

**Corresponding Secretary:** appointed by the President to report incoming correspondence and to send sympathy, healing, get well and congratulations cards to members.

**Council of Catholic Women (CCW):** any Catholic woman belonging to their local affiliation council or as an individual member of the National Council of Catholic Women. They strive to support, empower and educate all Catholic women in spirituality, service and leadership.

**Cross Catholic Outreach:** Based in Florida that fosters programs for women in third world countries. NCCW partners with their program: "Women Helping Women: Campaign for Human Dignity.

**Deanery:** There are 5 geographic deaneries as designated by our bishop. St. Johns Deanery is the new one. Although we use the term "deanery" for our subdivisions we are not following the diocese's geographic delineations. St Augustine DCCW Deaneries are: Gainesville, North Jacksonville, South Jacksonville and Saint Augustine.

**Deanery President:** is elected by the general membership of the Deanery. She serves a 2 year term concurrent with the Diocesan President.

**Deanery Vice President:** is elected by the general membership of the Deanery. She serves a 2 year term and is a member of the Nominating Committee.

**Diocese:** an area designated by Rome to coordinate and support the parishes within its geographic boundaries.

**Diocesan Council of Catholic Women (DCCW):** is comprised of parish affiliations, deaneries, other Catholic women's organizations and women who are individual members within a deanery.

**DCCW Executive Board:** is comprised of the President, Vice-Presidents (Deanery Presidents), Secretary, Treasurer and Spiritual Advisor. This group is in charge of the daily management of the DCCW.

**DCCW President:** is elected by the DCCW members and serves a 2 year term. She coordinates the activities of the Deaneries within the Diocese. She is the representative of the Diocese to the Florida Council of Catholic Women and the National Council of Catholic Women.

**E Secretary:** forwards all pertinent information, i.e.: meeting minutes, announcements for the Council she represents.

**Fair Trade:** A CRS program of products from around the world; grown, produced and sold using ethical practices.

**Florida Conference of Catholic Bishops (FCCB):** established February 1969. Serves as a liaison to state government on matters of concern to the Catholic Church in the 7 Dioceses of the Province of Miami, as a nonpartisan public policy voice on behalf of the Catholic Bishops of Florida.

**Florida Council of Catholic Women (FCCW):** membership is comprised of the Councils of Catholic Women in the Archdiocese of Miami and the 6 Diocese (Orlando, Palm Beach, Pensacola-Tallahassee, St Augustine, St Petersburg and Venice) in the state of Florida. Meetings are held 3 times a year to share ideas with each other and the Province Director who will then share these ideas with the National Council of Catholic Women. The Board of Directors consists of the President/Province Director, Vice-President, Secretary, Treasurer (all on rotating schedule among the A/DCCWs), the A/DCCW Presidents and Spiritual Advisors, appointed officers, and commission chairs. Officers are elected from their own Diocese. The purpose of the FCCW is: "to unite the Catholic Women in the state of Florida in purpose, direction, and action in religious, educational, legislative, social and economic fields; to stimulate greater proficiency in meeting the needs of the times; to render assistance in efforts".

**Gladys White Memorial Burse Club:** money collected each year by the DCCW and given to the Bishop in support of the Diocesan Seminarians. Donations can be a onetime effort or a yearly pledge.

**Help-A-Child:** a CRS/NCCW program that assists children through family and community based programs with an emphasis on providing food and medicine, schools and training for teachers, health care and immunizations, youth centers for teens, and help for disabled and vulnerable children.

**Hugs for the Homeless:** A FCCW program where funds are collected statewide to help the homeless. Funds collected from the affiliates are sent to the FCCW who then distributes all the funds collected evenly among the 7 Diocese in the state. Each Diocese in turn divided their share evenly among their Deaneries. Each Deanery then decides what organization will receive the funds.

**Human Trafficking:** victims are predominately women and children that are forced into unpaid labor, debt bondage, coerced prostitution or sexual servitude, often under the direction of international organized crime rings. Over 800,000 people worldwide are subjected to human trafficking each year.

**Individual Member:** DCCW: a catholic woman who belongs to a parish that has no affiliation may become a member of the local Deanery, which also makes her a member of the DCCW. NCCW: a Catholic woman who pays dues to the National Council of Catholic Women and has the privilege of voting at the National Convention. Individual members receive a subscription to Catholic Woman Magazine.

**Leadership Commission:** a standing commission of our Council which provides organizational development, opportunities for training, public relations resources and publications to strengthen leadership. St Augustine DDCW has a leadership team which provides a Leadership Workshop to the Deaneries and Affiliations.

**Legislative Committee:** a standing committee of our Council to keep everyone informed on legislative matters.

**Madonna Plan :** a CRS /NCCW program that funds projects to empower women by improving the well-being of mothers and expectant mothers in areas of health, education and financial security.

**National Council of Catholic Women (NCCW):** consists of more than 4,000 affiliated Catholic women's organizations in parishes and dioceses throughout the US, representing hundreds of thousands of Catholic women and almost 4,000 individual Catholic women. NCCW is a member of the World Union of Catholic Women's Organizations (WUCWO). NCCW is recognized by the United States Conference of Catholic Bishops (USCCB). NCCW actively partner with other Catholic groups. NCCW was started at the request of the United States Bishops in the 1920s. Their offices are in Arlington, VA.

**NCCW Mission Statement:** "the NCCW acts through its membership to support, empower and educate all Catholic Women in spirituality, service and leadership. NCCW Programs respond with Gospel values to the needs of the Church and society in the modern world". The St Augustine DCCW follows the Mission Statement of the NCCW in structure and program. Our goal is to be an avenue for uniting Catholic Women while creating a forum for networking. We are proud of the opportunities we provide for spiritual and educational enrichment; thus, heightened awareness of issues, enhanced member awareness and sharpened advocacy skills.

**Nominating Committee:** the DCCW nominating committee consist of the 4 deanery vice-presidents, a representative of the Catholic Women's Club and the spiritual advisor.

**Past President:** in the St Augustine DCCW, it is any woman who has previously held the office of DCCW President. After her 2 year term as DCCW President she is on the Board of Directors, with voting privileges.

**Province Director:** is elected from one of the Diocese on a rotating basis. She serves a 2 year term. She coordinates the activities of the Dioceses within the Province and represents the Province and represents the Province on the Board of the NCCW.

**Purse Vocation Club:** helps Catholic women entering religious life pay off educational debt or provide required funding to enter.

**Recording Secretary:** is elected by members to keep orderly records of official business meetings.



**Red Mass:** the Red Mass of the Holy Spirit is held at the end of Catholic Days at the Capitol. The mass is attended by state officials, lawmakers, judges and members of the Catholic Lawyers' Guild. It is celebrated to pray for those working in the executive, legislative and judicial branches of government. The Council of Catholic Women attend this mass and all are dressed in red.

**Refugee Women's Emergency Fund:** a CRS / NCCW program that supports women and children who are refugees; internally displaced or victims of natural disasters. It provides food, water, medicine shelter and opportunities to secure future jobs and income for them.

**Resolutions:** a formal expression of the opinion or will of a deliberative or legislative body or other group. The resolutions we vote on at our conventions are a public statement of our beliefs, our purpose and our commitment to our mission statement. They are statements that we have the ability, within our organization, to act upon. They represent a statement of the majority, voted on by the delegates of the convention.

**Respite:** a program designed to spiritually and temporarily renew a family caregiver. This program was started by our Diocese and the NCCW in 1983. This program is funded by the Annual Belk Sale for Respite.

**Roberts Rules of Order, Newly Revised:** this parliamentary authority governs the Council in all cases in which they are not consistent with the By-Laws.

**Service Commission:** a standing commission of our Council which promotes programs co-sponsored by CRS / NCCW and service projects and workshops is offered by St Augustine DCCW in relationship with family, community and international issues.

**Spiritual Advisor:** priest assigned to each Affiliation, Deanery, Diocese, Province and National Council, to help formulate Catholic philosophy and theology on all rings of Council. On the Deanery and Diocesan levels, Advisors are appointed by the Bishop.

**Spirituality Commission:** a standing commission of our Council which provides spiritual nourishment for members through liturgies, prayer, prayer services, rosaries and a Day of Reflection.

**Standing Commissions:** commissions that “stand” or remain in effect from one administration to the next. The standing commissions for our Council are Spirituality, Leadership and Service.

**Treasurer:** elected by members to keep order of the monies of the organization.

**United State Conference of Catholic Bishops (USCCB):** an assembly of the hierarchy of the United States and the US Virgin Islands. They jointly exercise certain pastoral functions on behalf of the Christian faithful of the United States.

**Vice President:** assists the President in her duties. In the St Augustine DCCW there are 4 Vice Presidents. These Vice Presidents are the 4 Deanery Presidents. The Deanery President from the DCCW President’s home Deanery is considered the 1<sup>st</sup> Vice President.

**Water for Life:** a CRS / NCCW program designed to make clean, safe drinking water available to families by assisting in the construction of wells. This improves their lives and health, as well as creating jobs and developing skills in sanitation in developing countries.

**Works of Peace and Reconciliation:** programs of CRS / NCCW that provide funds for emergency relief when disaster strikes, supports programs that benefit women and children by assisting women to improve their health, income and education in order to provide a better life for their families. These Works include Help-A-Child, Madonna Plan, Refugee Women Emergency Fund and Water for Life.

**World Union of Catholic Women’s Organizations (WUCWO):** an organization founded in 1910 and represents 100 Catholic Women’s Organizations from all continents. Its objective is to promote the presence, participation and co-responsibility of Catholic women in society and the church in order to enable them to fulfill their mission of evangelization and to work for human development.

NCCW COMMISSIONS      NCCW STAFF

**SPIRITUALITY  
LEADERSHIP  
SERVICE**

WASHINGTON, DC

**NATIONAL OFFICERS**

- President
- President Elect
- Secretary
- Treasurer
- Province Directors



