



## Charter Process Resource People

Each part of the Federation (Communities, Regions, Countries and International) is invited to participate in the Charter Process and submit reflections and other data to the Charter Process Team.

Resource people are named to support the process in each setting in the Federation. They set the process up, ensuring that it is adapted to the local realities and that it is facilitated in their context. (In some groups they facilitate, and in others they arrange for another person to facilitate.) They carry this role throughout the whole process (May 2019 – May 2022). Resource people are accountable to and work in close collaboration with their respective Leaders.

As the process is implemented across the Federation, it is envisioned that having this role will support the ongoing deepening of our understanding of our Identity & Mission and of our commitment to living it. This will give strength to the whole Federation.

Training will be provided for the resource people leading up to and in the initial months of the process. In some cases, this training will be offered in centralized sessions. In other cases, it will be offered in countries or groups of countries.

On an ongoing basis, the Assistant Training Coordinator and Director of Inclusion are available to support resource people across the Federation.

Estimated #'s of resource people:

- Communities & Projects: 175
- Regions: 15
- Countries with a national structure: 12
- International: 1
- *Total estimated #: 203*



### Key responsibilities

- Receive and transmit all communication related to the process
- Inspire and attract participation
- Ensure that the process is lived in an inclusive way
- Ensure that it is possible for all members to participate, paying particular attention to those who may experience being on the margins (those who are retired from roles, those not part of normal meeting structures, those in administrative support roles, those who are limited in the skills of verbal and written expression, etc.)
- Work in close collaboration with their respective Leaders to determine how the process will be implemented and work well within that particular setting in the Federation (Community, Region, Country or International)
- Coordinate the collection of data and send it to the Charter Process Team
- In settings that use languages other than English, French or Spanish, work with the Charter Process Leader and the Charter Process Assistant to ensure accurate and timely translations

## **Qualities and skills needed**

- Believes in the significance of the Charter Process for the Federation
- Well organized
- Good communicator
- Able to inspire
- Committed to the principle of inclusion and able to facilitate the participation of everyone
- Knows how to identify and use the appropriate support resources.
- Well respected for their commitment to the Mission, and well integrated in L'Arche
- Committed to the integrity of the process and free from personal agendas and obvious biases

## **Estimated time commitment**

*May 2019 – May 2022*

*Stage 1: May 2019 – April 2020*

*Stage 2: May – October 2020*

*Stage 3: May – December 2021*

Training: 2 – 5 days

Receiving coaching and advice from International: 2 days

Meetings with his/her Leader: 2 days for each stage. Total of 6 days

Preparing sessions: 1 – 5 days for each stage. Total of 3 – 15 days

Supporting or facilitating sessions: 5 – 9 days for each stage. Total of 15 – 27 days

Estimated total: 28 – 55 days over 3 years

*May 2, 2019*