

The Formation Director Job Description

The Formation Director, who may be assisted by a Formation Team, coordinates the fraternity's formative activities as outlined by Articles 40-45 of the 2001 SFO General Constitutions, striving to provide an experience of life in fraternity, a growing knowledge of the SFO, and a guarantee for full maturation of the vocation. Those tasks consist of three primary formation activities:

- Initial Formation
- On-Going Formation
- Promotion of Vocations

Initial Formation

Should consist of structured tasks and documentation that provide the steps of the initial formation process:

- frequent meetings for study and prayer, with concrete experiences of both fraternal service and of individual or group apostolate
- meetings held in common with Candidates and Inquirers from other fraternities whenever possible or practical
- guidance to study and meditate on Sacred Scripture, the Sacraments, the liturgical prayer of the Church, the teachings of the Church, the SFO Rule and Constitutions, and the person and writings of St. Francis and Franciscan spirituality
- training in a love for the Church and acceptance of her teaching so that the Secular Franciscan commitment may be lived in the world in an evangelical way
- participation in the meetings of the local fraternity, so that the Inquirers and Candidates may enter more vitally into community prayer and fraternity life

The Formation Director/Team instructs and animates the brothers and sisters in their period of formation.

Prior to admission and profession, the Formation Director informs the Fraternity Council concerning the suitability of the applicant based on a continuous process of joint discernment by the Spiritual Assistant, Formation Director, applicant, and the sponsor or other fraternity members.

It is required that documentation be completed to begin the formation process by each applicant so that the Council may know more about those seeking instruction within the fraternity. See Section 2.14.5 for a check off list of documentation required.

Before temporary and/or permanent profession and upon the recommendation of the Formation Director, it is desirable that a Candidate meet with the entire Council, so that their mutual hopes and expectations may be shared openly and proper discernment may be made about the Candidate's commitment to live the Gospel of our Lord Jesus Christ in the Secular Franciscan Order. A special interview with the fraternity Spiritual Assistant (or Regional Spiritual Assistant, if necessary) is also highly desirable.

On-Going Formation (see section On-going Formation for more information)

"A continually renewed journey of conversion and of formation" (GC Art 8) is necessary for all

Professed Secular Franciscans, as “they seek to deepen, in the light of faith, the values and choices of the evangelical life according to the Rule of the SFO” (GC Art 8).

- The Formation Director/Team, along with the entire Fraternity Council, has the duty to help the fraternity members with programs of continuing [or on-going] formation which help the brothers and sisters develop their vocation in fraternity and to follow the life of the Church by means of courses, meetings, and experiences (cf. GC Art 44).
- On-going formation opportunities held apart from the regular, monthly fraternity meeting are most advantageous for fostering growth in fraternity life and for renewing individual commitment to the Gospel Way of Life.

Promotion of Vocations

This task is the responsibility of all professed members of the fraternity; the effort, however, should be coordinated by the Formation Director, desirably with the help of a Vocation Director. The activities include:

- Promotion of the SFO life in Catholic churches and religious groups of your community through flyers, articles and speaking if the opportunity presents itself.
- The facilitation of all activities the visitor should be involved in during the Orientation Phase.
- An assessment of all visitors during the Orientation Period of the signs of a vocation in the Secular Franciscan Order.