



Diocese of Fairbanks

Outside Speaker Policy

RATIONALE

- ✦ Canon 386 §2 requires the Diocesan Bishop to defend the integrity and unity of the faith.
- ✦ Speaker approval avoids difficult situations of having to dis-invite someone and public scandal.

BASIC IDEA

- ✦ Speakers from outside the Diocese of Fairbanks who are being considered to give a presentation on faith or morals must be approved by the Diocesan Bishop *before* an invitation is extended.
- ✦ Catholic Parishes, Catholic Schools and Catholic Organizations cannot promote or sponsor a speaker unless he or she is approved (even if the presentation is not being given on church property).

TO WHICH SPEAKERS THE POLICY APPLIES

- ✦ Any speaker on matters of faith or morals from outside the Diocese of Fairbanks who
 - will be the sole presenter and
 - will speak on more than one date per calendar year and
 - will speak for more than 90 minutes.

OUTSIDE SPEAKERS WHO DO NOT NEED APPROVAL

- ✦ Cardinals of the Roman Catholic Church, in virtue of their office
- ✦ Bishops in communion with the Holy See
- ✦ Those who currently hold appointed or staff positions in the Diocese of Fairbanks including :
 - Priests/Deacons in the Diocese of Fairbanks who are in good standing
 - Staff of Diocesan Parishes, Schools and Institutions, including:
 - Parish Staff Members
 - Catechists
 - Diocesan Catholic School Teachers/Administrators
- ✦ Those who currently hold positions in US Catholic chanceries
- ✦ Those who currently teach Theology or Religious Studies at Catholic Institutions of Higher Learning

PROCEDURES

- ✦ Before a firm invitation is extended to the speaker (preliminary contacts, checking availability, etc., are OK), a request must be submitted to the appropriate Chancery Office from the inviting party.

- ✦ All requests must include:
 1. A completed ***Speaker Request Form*** from the inviting party, which includes the speaker's name and topic(s).
 2. A ***curriculum vitae*** for the speaker.
 3. In the case of a lay person:
 - A ***letter of suitability*** from the speaker's pastor establishing that he is a Catholic in good standing.In the case of a cleric/religious:
 - A ***letter of suitability*** from the speaker's superior/ordinary attesting that the speaker is a cleric/religious in good standing.
 4. A cleric must also have a ***celebret***, indicating he has permission to celebrate the sacraments outside of his diocese.
 5. If the speaker is not a Catholic, the ***curriculum vitae*** should be accompanied by ***written assurance*** that although the speaker's presentation may highlight the differences with Catholicism, the focus of the presentation shall not be to disprove or undermine in any way the Catholic faith.
 6. If the proposed speaker will address minors, a Diocese of Fairbanks background check is required.

- ✦ The request packet will be submitted to the Chancellor who will distribute the request to the appropriate diocesan office for initial review. (Tribunal Office, Office of Worship, Office of Religious Education, Office of Youth and Young Adult Ministry, Urban Native Ministries, or Stephen Ministry). The diocesan office will review the application and will submit it to the Office of the Bishop for final approval.

- ✦ The Office of the Bishop will send a letter of permission to the party making the request at which time a formal invitation may be extended and publicity surrounding the event disseminated.

EFFECTIVE DATE

May 1, 2013



Diocese of Fairbanks Speaker Request Form

Name : _____

Address : _____

Phone: _____

Email : _____

Diocese of Residence/Religious Congregation/Province: _____

Title or Description of Ministry Position Name : _____

Pastor, Bishop, Superior or Provincial Name : _____

Address : _____

Phone: _____

Email : _____

Event Title and Topic : _____

Date(s) and Location(s): _____

Host Contact Name (s): _____

Parish or Organization : _____

Chancery Review by: _____

Bishop's Office Review: _____

Approval Letter Sent: _____