

## Invitations to Speakers

## Policy No. 905

### ***Policy Statement:***

Prior to extending invitations to guest speakers to address conferences, workshops, retreats, rallies, etc., that are sponsored directly by the Archdiocese of Edmonton, or indirectly under the auspices of any Catholic association, agency, institution or facility, the event sponsor is to determine the suitability of the invitee through a process of due diligence to ensure fidelity to Church teaching.

Where the preliminary investigation raises any doubt as to the suitability of a proposed speaker authorization to proceed is required from the Archbishop. The authorization is to be requested through the Office of the Chancellor prior to extending an invitation.

### ***Definition:***

**Event sponsor** is considered to be one of the following:

- The Administrator, Director or Associate Director of the sponsoring office at the Pastoral and Administration Offices
- The Pastor or Dean from the sponsoring parish or deanery
- The Religious Education Consultant or Superintendent of a Catholic School District
- The chairperson, first officer or administrator of other sponsoring bodies or organizations in the Archdiocese.

**Speakers** include individuals or groups who address topics on faith and morals, or those who address related topics including but not limited to:

- self-esteem, character building, personal values
- choices and decision-making
- personal dignity, protection and safety
- chastity & abstinence
- pro-life issues
- friendship and peer pressure
- social responsibilities, e.g., drinking and driving

### ***Procedure:***

- a) A process of due diligence involves the following steps:
  - i. Determine and outline rationale for presentation and benefits to the audience.
  - ii. Gather and evaluate all relevant information concerning presentation content and speaker/group biography and reputation for their compatibility with Catholic teachings to avoid contradiction and confusion.

- iii. Obtain testimonials, recommendations, and evaluations in writing, from previous event sponsors (Catholic ones if available) who have personally been exposed to the presentation and speaker/group.
  - iv. Submit event and speaker information for approval to the appropriate Catholic authority of the parish, association, institution, agency, facility, e.g., pastor, Catholic school district religious education consultant or superintendent, Catholic health ethic and spiritual department head, etc.
- b) For those doubtful situations that require the authorization of the Archbishop, the request is to be submitted in writing by the event sponsor to the Office of the Chancellor using Appendix 905A Speaker Preliminary Invitation Form.
- c) When lay people are invited to lead parish retreats or missions, it may be necessary for the Archbishop to issue a rescript granting the faculty to preach. The Office of the Chancellor should be consulted in these situations.

***Exception:***

When the proposed speaker is a Catholic priest or religious, it is always necessary to have the approval of the Archbishop. For this purpose provide the Office of the Chancellor with a completed Appendix 905A Speaker Preliminary Invitation Form.

***Refer to Policy:***

No. 904 Awards, Honours and Invitations to Speakers or Organizations