

## Introduction to various tasks that need to be done from time to time

---

This notebook consists of one-page sheets on various topics that come under the ‘umbrella’ of a Parish CCW. In CCWs with an Organization Chair, she might take the lead in implementing these tasks, but often it falls to the whole board to work out the method of taking care of them. Knowing how busy they are making sure that the spiritual, educational, service and social events of their parish CCWs happen, these sheets were published as a printable resource.

Each sheet contains background and/or “how-to’s” on one topic of concern to Parish CCWs. If Parish CCW presidents find it useful, they could distribute one or more of these sheets to their boards – or at least those members concerned with a particular topic - and might even consider collecting these ‘notebook’ sheets to serve as an ongoing resource for their boards.

The first resource for Parish CCWs for answers, help, and general information is their **Deanery**. Wider and wider resources are available from the Joliet **Diocesan Council of Catholic Women** ([www.dioceseofjoliet.org/ccw](http://www.dioceseofjoliet.org/ccw)), and the **National Council of Catholic Women** (<http://nccw.org/>)

Deanery Presidents serve a dual role; they not only serve as the leader of their respective Deanery, they are also officers (actually Vice Presidents) on the Diocesan Board. They attend Diocesan CCW board meetings to represent Parish CCWs and bring their questions and concerns to the Diocesan CCW.

The Joliet Diocesan CCW, like the other agencies of the Diocese of Joliet, has an office at the Blanchette Catholic Center, 16555 S Weber Road, Crest Hill, IL, 402 S Independence Boulevard, Romeoville, IL 60403. The Diocesan President [815.221.6249] and several office assistants [815.221.6248] are in the office on certain weekdays, but both numbers have Voice Mail on which you can leave messages at any time.

Both the Diocesan CCW and the National CCW maintain websites which are excellent sources of information for Parish CCWs and their members. The award-winning Diocesan CCW website, in particular ([www.dioceseofjoliet.org/ccw](http://www.dioceseofjoliet.org/ccw)), is a very user-friendly site with much well-organized information.

