

**Job Description -- CTSA Representative to INSeCT**  
**Catholic Theological Society of America**  
**International Network of Societies for Catholic Theology**

Founded in 1996, INSeCT exists to foster academic theology and theological research worldwide through communication among the member societies, particularly concerning information about projects and works in progress, the result of academic research, and theological congresses, conventions and meetings; encouragement of research within the theological disciplines and stimulation of interdisciplinary work in the interest of academic theology; and an ecumenical orientation and dialogue with other religions and world views.

The purpose of our Society's membership is to express CTSA's commitment to Catholic Theology globally by advancing the work of INSeCT.

The CTSA Representative to INSeCT is appointed to serve for a term of 3 years as a member of the Network Council. The Network Council is composed of the members of the five-person Steering Committee and one representative of each corporate member. Each member of the Council serves a term of three years, with the possibility of election to one second three-year term. Each member society selects its own representative.

The CTSA Representative, as a member of the Network Council, has the following responsibilities to INSeCT:

- a. deciding upon membership and exclusion and inviting new members
- b. election of the Steering Committee
- c. determining the amount of the fee
- d. evaluation and approval of the budgetary and financial decisions of the Steering Committee, and receipt and approval of the annual report presented by the Steering Committee.

Members of the Steering Committee have no vote over the disposition of these matters. Members of the Network Council may not vote on behalf of their own interests.

- e. attending the Network Council meeting, which occurs at least once every three years.

The INSeCT Representative also has the following responsibilities to the CTSA:

- a. to supply an annual report to the Executive Board of the CTSA for its pre-convention meeting, which should include
  - an account of CTSA's financial support of INSeCT,
  - details about how INSeCT is accomplishing its goals and mission
  - details about how the Board of INSeCT uses the funding received from the CTSA
- b. to report to the membership of the CTSA at the annual convention's business meeting on the activity and events that INSeCT has promoted during the year
- c. to encourage exchanges between the CTSA and its members with the membership of other INSeCT member societies, especially those from the global south, and to promote joint research activities and publications
- d. to safeguard the interests of the CTSA in the work of INSeCT
- e. to submit updates on CTSA activities for the INSeCT's website

Review and evaluation of the CTSA's relationship and participation with INSeCT will take place in the year 2024 and subsequently will occur every four years.

Approved by Board Vote, June 3, 2021