



**Regional Retreat Committee Member
Volunteer Description and Expectations**



Thank you for your interest in serving on the Regional Retreat Committee for Abide – Young Adult Reformed Fellowship. As a member of the Regional Retreat Committee, you will serve under the Regional Retreat Manager for your region.

The purpose of the Regional Retreat Committee is to plan, coordinate and implement a retreat once a year within your region under the leadership of the Regional Retreat Manager. The Regional Retreat Committee position takes approximately 2 hours per week, but this may vary as the retreat approaches. The term limit for this position is set at 3 years.

Retreats are over a 4 day weekend, started on Friday evening and ending on a Monday morning. It will include 3 sessions and 2 sermons from an ordained pastor, along with prayer groups and group activities. The purpose of the retreat is to promote intentional Christian Fellowship outside of the area events. True fellowship is only had when the Gospel is present, so there must be a strong focus on the Word of God at each Retreat. This is achieved through Scripture reading, a reflection on the passage, and prayer.

Examples of past Retreats are Zephyr Point in Lake Tahoe, Nevada, Forest Home in Forest Falls, California, and Cedar Springs in Sumas, Washington.

With each retreat, Abide connects those traveling from a far distance to local young adults so they can enjoy hospitality before heading home.

The required qualifications for a Regional Retreat Committee Member are as follows:

1. Must be a young adult no older than mid-thirties.
2. Must be a member in good standing of a NAPARC or NAPARC like church.
3. Must display a passion for reaching out to young adults and be committed to the mission of Abide – “Cultivating intentional Christian Fellowship to strengthen the bonds between reformed and presbyterian young adults and their churches”.
4. Must agree to follow and uphold Abide’s Principles of Excellence.
5. Must have gifts in administration including organization, communication, and logistics.
6. Must provide endorsement from the local Church council or consistory. (It is intended that the local Church will provide spiritual oversight for the Regional Retreat Committee Members and the Abide Regional Management Team will provide operational oversight.)

The expected roles and responsibilities for a Regional Retreat Committee Member are as follows:

1. Organize one Retreat per year
2. Coordinate and network with local churches within the area and surrounding areas .
3. Attend regular (monthly or bi-monthly) meetings online with the Regional Retreat Committee.
4. Attend the monthly, online Regional meeting
5. Attend the yearly, in-person Leaders Summit
6. Enter data and retreat registration utilizing Abide’s communication software.



Expectations

30 Day

- Meet with the Regional Retreat Manager to cover basics of retreat planning, including the retreat, schedule it for the year, and methods of communicating with NAPARC churches.
- Send an introduction email to NAPARC churches in your area.
- Gain access to necessary accounts (Google apps, email, etc.) from the Administrative Assistant
- Understand the timeline for retreat planning:
 - Sending the Retreat Marketing Form to necessary managers
 - Scheduling your communications
 - Retreat planning
 - Retreat Survey
 - Post-event details (sending pictures and event recap to Regional Marketing & Communications Manager, event debrief meeting with Retreat Manager, etc.)
- Start planning basics with the Regional Retreat Committee
- Learn how to communicate with peers at the area level and team managers on the regional level.

60 Days

- Become independent in communicating with NAPARC churches in your area.
- Start the retreat planning by following the retreat timeline including:
 - Retreat Marketing Form filled out and submitted to appropriate people
 - Bulletin announcement emails scheduled
 - Emails and text messages to participants scheduled
 - Retreat Survey appropriately created and scheduled to send after the retreat ends
 - Retreat group picture and pictures from the retreat along with a recap sent to Marketing Manager
 - Post-Event debrief scheduled with Regional Retreat Manager
- Independently communicate with the retreat committee

90 Days

- Function as a Regional Retreat Committee Member with supervision from the Regional Retreat Manager

If you are interested in becoming a Regional Retreat Committee Member, complete the Volunteer Application. If you have further questions, please reach out to Abide at abide@abide.net or 559-372-9888

