



## PHILOSOPHY OF WOMEN AT THE CROSS

The Weekend has been designed to accomplish the following things:

- Create an opportunity for Attendees to discover and embrace their humanity
- Identify how we might be choosing to live falsely and thus learn to live from the true self
- Experience authentic community and support
- Create opportunities for risk
- Connect to God's Spirit, to healing, to freedom, to power, and to love

## THEOLOGICAL PERSPECTIVE

The philosophy of the Weekend is rooted in core theological truths:

- We are human. We are fallen humans.
- God does not restore or redeem our old nature (the false self). He deals it death's blow through Christ crucified and resurrected.
- In Christ, we are redeemed. We are being sanctified. The teachings and experiences of the Weekend are designed to help Attendees integrate body, heart, soul, and mind in this reality that God IS sanctifying us and renewing us according to the Image of Christ.
- Christ comes in weakness in human form and presents his broken body as the portal through which we pass into God's presence.
- We come in weakness. We are Broken.
- We risk believing that we are at all times connected to God's love and power. We are Beloved.
- As we live from our true authentic selves we enter into and remain in community. We are wounded in relationship. We are healed in relationship.

## CORE VALUES OF THE CROSS MINISTRY GROUP

1. We have been crucified with Christ and it is no longer we who live, but Christ who lives in us (Galatians 2:20). We are called to rest in the reality that Christ is our life and that all that is good in us flows from his life within us. We are on the path of growing in faith and applying this reality to our daily lives.
2. God has already given us everything we need to follow him. We create opportunities for God's people to step into the truth that we already have his power and love in our lives. We must step into it by faith. "By his divine power, God has given us everything we need for living a godly life. We have received all of this by coming to know him, the one who called us to himself by means of his marvelous glory and excellence." (2 Peter 1:3)
3. "Love the Lord your God with all of your heart, with all of your soul, with all of your mind and with all of your strength." (Mark 12:30) It is our intention to explore how to fulfill this command in our daily lives through study, teaching and risking obedience in practical ways in our lives.

4. We view the Bible as God's inspired word to us as his people. We look to him for creative and meaningful ways to proclaim his truth so that his people might experience the truth of the Gospel. We value exploring spiritual disciplines, which will aid us in being conformed into the image of God. As is seen throughout the Bible, the use of ritual and symbol is used to point to the truth about God and his people. Embracing both ritual and symbol are tangible ways for us to grow in our experience of God's grace and truth.
5. We embrace that we are human. We are not God. We are not in control. We submit to him and endeavor to surrender to his lordship. We accept that we are fallen and endeavor to come before Christ in humility at the foot of the cross. There we have fellowship with him and with others. We are all human. We are all weak. We are all equally in need of God's grace and mercy. And so, we let go of control of our own lives as well as our control over the lives of others.
6. It is our goal to live from the true self. This is our redeemed self, living from the Spirit of God within.
7. We are dedicated to becoming people who are conscious and aware of how we show up in the world. Unless we are aware of the nature of our soul before God and others we will live an illusion. We choose to uncover any ways that we are conforming to the ways and values of the world and then move toward confession and repentance.
8. We are committed to welcoming people where they are without judgment and calling them into the high and noble calling of God in their lives.
9. We must, each one, take responsibility for our own actions, thoughts, feelings and experiences in life. Without personal ownership we return to the fallen garden where blaming and victimhood rule. We are called to live in humility and to focus on our own sanctification before God. We are all fallen and the Image of God is broken within us. We are redeemed and being sanctified throughout the span of our lives.
10. Transformation takes place in the context of community. In the midst of relationship with trusted others we take risks to step out of our comfort zone and choose to be authentic and open. In this environment, fear and shame are overcome by the love, grace, and mercy of God. We are ushered into the reality of our beloved state before God.

## **ASSISTANT WEEKEND LEADER JOB DESCRIPTION**

Review this job description as you prepare for the weekend. Go over it on the weekend as well in order to be present to your goals as the Assistant Leader.

The Assistant Leader's main role is to oversee the Team Leads and Speaker Coordinator and to report in to the Weekend Leader. Just as the Weekend Leader is concerned with safety, the Assistant Weekend Leader also looks to ensure the overall safety of the Staff and Attendees. Your role as Assistant Leader includes the following broad responsibilities, which are spelled out further in this document.

- Working in concert with the Weekend Leader
- Working with Team Leads to oversee Inside Setup for the entire weekend
- Knowing how to lead the Clearing Round and Integrity Round processes
- Overseeing the Team Leaders
- Serving as the Time Cop for the Weekend
- Ensuring that Inside Set-Up is done correctly prior to beginning sections of the weekend

### **WORK WITH THE WEEKEND LEADER**

- Becomes familiar with the Weekend Leader's responsibilities as a way to prepare for this position in the future and also to cover for the Weekend Leader in the event of an unanticipated issue (such as illness).
- Shares in the Weekend Leader's vision/goals for personal growth and development of a strong staff by supporting a safe and meaningful weekend for the Attendees.
- Reports to Weekend Leader the progress of the Team Leaders in carrying out their responsibilities.
- Coordinates a weekly check-in with the Weekend Leader.
- Assists the Weekend Leader in focusing on the well being of the Staff and Attendees on the Weekend.

### **OVERSEE THE TEAM LEADS**

#### **PRE-WEEKEND**

You are responsible for making sure that Team Leaders know what is expected of them and the roles they are overseeing. You must become familiar with each Team Leader's roles in order to ensure completion of their responsibilities and to support and encourage them.

- Schedule and initiate a weekly check-in that should take about ten minutes per leader.
  - Make sure that this call/meeting is only about 10 minutes long each week. We don't want to have unnecessarily long meetings. This is a place to make sure each leader feels supported.
  - Check in regarding their checklists and progress and assist them in progressing towards their goals and objectives as leaders.
  - Use the weekly checklist and the job descriptions for each Team Leader to guide you.

- Go through each item on the checklist for that week. Do not just ask, have you done \_\_\_\_? Ask an open-ended question, “What has been done around \_\_\_\_?” You may need to ask some follow-up questions, “What else needs to happen? What is your plan for doing that? What assistance do you need?” ...and so on. It may feel tedious, but this is a key part of making sure that everything gets done and that everyone feels supported in their jobs.
- Check in about more than just the details. Check on how they are doing. Look for stressors, including how they are handling their responsibilities along with their spiritual, emotional, and mental awareness.
  - What’s coming up for them?
  - What issues might need to be addressed for them personally or with other staff?
  - Address perfectionism as necessary. Encourage them to do their best, but also to let go of the outcome.
  - Mentor leaders around how they are showing up in this role.
- Be a resource of information, encouragement, and challenge to each leader.
- Pray together at the end of each call/meeting.

#### **DURING THE WEEKEND**

- Check in with each Team Leader to see how they are doing and if they need any support or clarification of details.
- Confirm that they are delegating and overseeing the staffers under their charge. Ask them for details on how this is going.
- Encourage them in their own personal growth as they navigate their leadership role.
- Mentor them around how they are showing up in this role.
- Pray with them at various points of the weekend as the Spirit leads.

#### **OVERSEE THE SCHEDULE AND ACT AS TIME COP**

Keep the weekend on track schedule-wise. Follow the weekend schedule in the Staff Manual and the Weekend at a Glance (WAAG) and inform the Weekend Leader ahead of time of where we are on the weekend and any needs for adjustments.

## ASSISTANT WEEKEND LEADER CHECKLIST

### PRE-WEEKEND

#### 16 WEEKS OUT - Assistant Weekend Leader

- Work with the Weekend Leader, Staff Coordinator, and Regional Coordinator to develop a list of potential leaders for the Leadership Team.
- Work with the Weekend Leader and Staff Coordinator to set pre-weekend staff meeting dates, times, and locations.

#### 15 WEEKS OUT - Assistant Weekend Leader

- Meet with the Weekend Leader and Staff Coordinator to discuss your roles and timeline for weekend preparations.

#### 14 WEEKS OUT - Assistant Weekend Leader

- Help Weekend Leader finalize who will serve in the Team Lead roles.
- With the Weekend Leader and Staff Coordinator, review the demographics of the women who have signed up to Staff.
- Email each Color Team Lead instructions for accessing their job description, and direct them to the website to access documents associated with their roles. This will be done either by sharing access to the DRIVE documents or via the Staff Portal on the website.

#### 10 WEEKS OUT - Assistant Weekend Leader

- Work with the Weekend Leader and Staff Coordinator to finalize the staff.
- Schedule a time to call/meet weekly with each Team Lead (Approx 10 minutes each per week or as needed)
- Go over each Color Team Lead Job Descriptions with them prior to Week 8.

#### 9 WEEKS OUT - Assistant Weekend Leader

- Use this week to prepare your heart, soul, mind, and strength for leading the weekend.
- Read through the Philosophy and Core Values.

#### 8 WEEKS OUT - Assistant Weekend Leader

- Assist the Weekend Leader and Staff Coordinator in assigning jobs.
- Meet with each Team Lead to go over their checklists to mentor and to support in their roles.
- Check in with the Weekend Leader after you have met with all Color Team Leads.

#### 7 WEEKS OUT - Assistant Weekend Leader

- Continue refining Job Assignments with Weekend Leader and Staff Coordinator.
- With the rest of the Leadership Team, lead the 1st Staff meeting
  - Lead Integrity and Clearing Round in 1<sup>st</sup> Staff meeting
- Meet with each Color Team Lead to go over their checklists to mentor and to support in their roles.

- Check in with the Weekend Leader after you have met with all Color Team Leads.
- With the Weekend Leader and Staff Coordinator, lead the out-of-town 1<sup>st</sup> staff meeting.

#### **6 WEEKS OUT - Assistant Weekend Leader**

- Meet with each Color Team Lead to go over their checklists to mentor and to support in their roles.
- Check in with the Weekend Leader after you have met with all Color Team Leads.

#### **5 WEEKS OUT - Assistant Weekend Leader**

- Meet with each Color Team Lead to go over their checklists to mentor and to support in their roles.
- Check in with the Weekend Leader after you have met with all Color Team Leads.

#### **4 WEEKS OUT - Assistant Weekend Leader**

- Meet with each Color Team Lead to go over their checklists to mentor and to support in their roles.
- Check in with the Weekend Leader after you have met with all Color Team Leads.
- Work with the Weekend Leader, Staff Coordinator and Regional Coordinator to assign one of you to participate in Color Team Zoom calls as a representative of the Leadership Team.

#### **3 WEEKS OUT - Assistant Weekend Leader**

- Meet with each Color Team Lead to go over their checklists to mentor and to support in their roles.
- Check in with the Weekend Leader after you have met with all Color Team Leads.
- Join in and help lead your assigned Color Team Zoom call.

#### **2 WEEKS OUT - Assistant Weekend Leader**

- Meet with each Color Team Lead to go over their checklists to mentor and to support in their roles.
- Check in with the Weekend Leader after you have met with all Color Team Leads.
- Work with Weekend Leader, Staff Coordinator, and Green Team Lead to form the Attendee small groups for the weekend.

#### **1 WEEK OUT - Assistant Weekend Leader**

- Meet with each Color Team Lead to go over their checklists to mentor and to support in their roles.
- Check in with the Weekend Leader after you have met with all Color Team Leads.
- Assist the Weekend Leader and Staff Coordinator to develop Staff Dinner Table and Rock Work groups.

## **WEEKEND CHECKLIST**

- Lead the Integrity and Clearing Rounds for Friday Staff meeting.
- Shadow the Weekend Leader for training throughout the weekend.
- Oversee Inside Setup throughout the weekend.
- Work with Weekend Leader and the Blue Team Lead to solidify paths for Friday Opening Ritual/Greeting.
- Document any errors or changes that you find in the documents.
- Check in with each Team Lead to ensure that they are solid in their roles, to mentor, and to give support and prayer.
- Keep the Weekend on track schedule-wise.
- Lead 'Weekend Details' with Weekend Leader and Staff Coordinator on Sunday.

## **POST-WEEKEND CHECKLIST**

- Follow up with each Team Lead to give feedback and get feedback about the weekend, including details and their own personal experience.
- Document any changes or errors that you noted in the documents and pass them on to the Event Coordinator.
- Attend Post-Weekend debrief call.