

MNC-PAUMCS Job Description

RETREAT COMMITTEE:

The Retreat Committee shall:

- meet as necessary to plan and organize the Annual Spring Retreat which provides continuing education opportunities, spiritual growth experiences, fellowship, and a time of renewal and relaxation;
- elect a chairperson for the Committee;
- submit recommendations for retreat plans to the Executive Committee for approval and suggestions;
- work with the Publicity/Newsletter Editor and, through other appropriate channels, provide publicity, registration, and follow-up information of the event to the membership and other United Methodist church secretaries;
- make a presentation of upcoming retreat plans at the Annual Meeting;
- submit a written report following the event to the Chapter Secretary and President;
- give a copy of the packet of each retreat to the Historian for files;
- properly acknowledge receipt of contributions to the Retreat Fund throughout the year;
- notify the President of all meetings;
- keep the President and Executive Committee informed.