

GET YOUR TEENS TO A *FEARLESS MINISTRIES* RETREAT CHECKLIST FOR PARISH STAFF

At least 1 month prior to the event:

___ Download publicity materials from the Fearless Ministries Retreats website (www.fearlessretreats.com). You are welcome to print out multiple copies and/or post on your parish website or social media pages.

___ Promote the Fearless Ministries event at Mass or by visiting your Youth Group or Confirmation prep classes.

___ Student participants and volunteers (18+) must register online. However, please collect the names of the individuals who will be attending from your parish and submit your list to Jennifer Edwards at fearlessretreats@gmail.com or mail to PO Box 580, Neversink, NY 12765. Keep a copy for your records!

___ Recruit volunteers/chaperones from your parish. Consider asking parents and guardians! One adult chaperone (18 years of age or older) is required to accompany a group for every 7 participants of each gender. Volunteers must submit an online Volunteer Application and satisfy the Safe Environment procedures by submitting to a background check process and attending on-site training the day of the retreat. (Resources and applications are available at www.fearlessretreats.com.)

3 weeks prior to the event:

___ Follow up with parents/ guardians and remind them to confirm their child's reservation by completing the online Participant's Registration (available at www.fearlessretreats.com).

___ Confirm that your chaperones have completed the Volunteer Application and have satisfied Safe Environment Procedures.

1 week prior to the event:

___ Remind parents/guardians that any unpaid registration fees are due at retreat registration.