

Living Waters Emmaus Community of Alabama Inc  
Support Team Schedule

## **AGAPE COMMITTEE**

The purpose of the Agape Committee is to coordinate, plan, and present the acts of Agape during the weekend.

The committee should consist of 3-4 people, one person with prior experience. The committee chairperson is selected by the Selection Committee along with suggestions for the other members. The Walk Lay Director or ALD's for the walk calls the person suggested as chairman and committee members. Once the committee is formed the chairperson should contact all committee members and encourage them to attend team meetings, answer questions etc. A minimum of two people should plan on staying at the camp for the entire weekend.

The agape room at camp holds supplies for several committees; therefore, during the week-end you will be asked to locate items needed for the walk by various committees and team members. As a member of the outside support team we are encouraged to maintain a spirit of cooperation with the other committees during the walk pre-week-end activities and the walk weekend.

### PRE-WEEK-END ACTIVITIES

1. Make sure the board member responsible for the community agape letters has them to the committee prior to the walk date.
2. Request Agape from the community via team meetings, the newsletter, reunion group contacts, etc. Request 50 pieces of agape. The pilgrims, inside team, music team and clergy get agape.
3. Prepare and assemble the pilgrim packets (supply person will furnish copies of material) which is to be given out on Sunday afternoon. This activity can be done at the camp; however, due to the limited space to collate and assemble the material, it is more efficient if it is done prior to the weekend. This can be done prior to the walk or Friday morning at camp.
4. Check with the community supply person to get a sufficient number of the following items: manila envelopes for the pilgrim's packets and large shopping bags.
5. A theme for the large shopping bags is one of the committee decisions. The bags can be colored with rainbows and butterflies, as an example ask the Lay Director's theme and put computer generated sheet with the bible verse on them, etc.
6. Make requests of the community for candy for the conference room if needed.
7. Make sure the Walk Lay Director has secured someone to make the book covers. If not get someone to make them.
8. **Flowers.** The normal is 48 carnations or roses for "Rise and Shine on Sunday morning. Talk to the Community Treasurer to see if the flowers have been ordered.

Living Waters Emmaus Community of Alabama Inc  
Support Team Schedule

**THURSDAY NIGHT:**

1. Place Agape Letter Box in Agape Room for sponsor and other community members to drop off pilgrim letters. DO NOT place this box in the main community area where pilgrims will be.
2. Secure the final list of pilgrims' names from the Lay Director or one of the ALDs. Names need to be written on the wooden letter rack. The simplest way is to tape a strip of masking tape across each row and label in alphabetical order. Sort letters as you receive them. Mailboxes may be needed for inside team members as well. This can be done on Friday depending on the amount of activity you judge has to be done on Friday.
3. Find out from the ALDs what table names are going to be used. Find the cardboard names to have ready for them early Friday morning.
4. Start to organize the boxes that were placed in the room by the set up committee. A lot of agape will come in from Sponsors. This agape can be sorted as well.
5. Verify the 72 Hour Prayer Vigil is at camp and that the slots are completely ready for Friday afternoon's Justifying Grace talk.

**FRIDAY MORNING:**

1. Make sure there is a wants and needs poster in the dining hall before breakfast.
2. Get final table list from LD or ALD
3. Sort Agape by type: Bed, Conference Room, or Dining Table. We are requesting 50 pieces of agape; however, if someone should bring in enough for bed agape then the pilgrims are served first then the team members.
4. Provide one of the ALDs with the Community Agape letters and the 72 Hour Prayer Vigil. These are introduced during and following the Justifying Grace talk on Friday afternoon.

**NOTE: ALL AGAPE DISTRIBUTED (INCLUDING BANNERS) SHOULD BE LISTED (ON ATTACHED FORM) AND ACKNOWLEDGED. PROVIDE THIS LIST TO THE ALDS= DOING THE ANNOUNCEMENTS DURING MEALS FOR TABLE AGAPE AND LEAVE THE LIST ON THE PODIUM IN THE CONFERENCE ROOM FOR BOTH BED AND CONFERENCE ROOM AGAPE.** There is a banner book located with the Worship Supplies, which includes pictures of all banners and the reunion group who provided the banner. No individuals name should be used only groups or churches. If an individual's name is listed on the agape containers, instead of using their name use (Sister in Christ) (Brother in Christ) (Friend in Christ), etc

Living Waters Emmaus Community of Alabama Inc  
Support Team Schedule

Coordinate banners with Worship Committee (they have first choice of banners for use in the Chapel) following the chapel services, banners can be moved to the dining area and be acknowledged. Any banners, which are not planned for use by Worship, can be placed in the dining area anytime after Friday afternoon. After Worship uses the banners move them over to the dining hall.

5. If pilgrim's Packets are not put together then they need to be completed by this time.
6. Make sure the flowers are at the camp.

**FRIDAY AFTERNOON:**

1. The first piece of agape will be the boxes of tissue in the chapel, speakers' prayer chapel and conference rooms. Do this at lunch break. The ALDs may already have tissue in the worship chapel and the speaker's prayer chapel committee may have already put tissue in there as well. This leaves the conference room to be supplied.
2. After the afternoon food break is over, plain placemats, and a very small amount of agape is placed in the dining room. It is your responsibility to put out meal agape for all meals (coordinate with food service to see if they need additional help setting up tables for meals). Agape is a building process. It starts out small and plain and builds during the weekend. Depending on the amount of agape that is coming in for the walk determines the amount you can start with.

**NOTE: BANNERS, IF REQUESTED BY A SPEAKER, MAY ALSO BE HUNG IN THE CONFERENCE ROOM FOR ANY TALK AFTER THE JUSTIFYING GRACE TALK.**

**FRIDAY EVENING:**

1. During the dinner hour, place cushions on the chairs in the conference room.
2. After the evening food break (**Note: no dining room stuff can be put out until after the pilgrims have completed their breaks**), place one piece of plain agape on the pillows (candy kiss, bookmark, etc). Move Emmaus banners used in worship to dining room and put the (Walk to Emmaus) picture on the mantle. During the weekend coordinate with the worship committee to use banners they have already used or that they are not using.
3. After the pilgrims have gone to bed, place book covers, wooden name plaques, and small amount of agape on the conference room tables. Pilgrims first, then clergy, music teams, and the ALDs table.

Living Waters Emmaus Community of Alabama Inc  
Support Team Schedule

**SATURDAY MORNING:**

This is the busiest day of the walk for the agape committee. The goal from this point on is to have fresh agape on the conference room, bed, dining room every time the pilgrims go out and come back in. It is better to do many small runs than just a few large ones.

1. Agape bed runs at 7:00 a.m. and 8:15 a.m.
2. While the pilgrims are in the dining hall for morning break take trash baskets, candy baskets, tissue box covers into the conference room. Keep sugar free candy separate. Dishes are in the lockers.
3. After the pilgrims leave the dining hall from break take placemats and very somber agape for lunch. Some banners can be introduced appropriate for dying moments. The pilgrims go from worship and dying moments to lunch.
4. While the pilgrims are in chapel make a bed agape run.

**SATURDAY AFTERNOON:**

1. While the pilgrims are at lunch make a conference room run. The agape can become brighter.
2. Bed agape run as soon as the pilgrims have returned to the conference room.
3. Conference room run while the pilgrims are in the dining room for afternoon break - bright.

**NOTE: EACH CONFERENCE ROOM RUN FROM THIS POINT TO CLOSING CHECK THE CANDY. IF YOU HAVE MORE CHOCOLATE AND OTHER CANDIES REPLENISH THE BASKETS.**

4. As soon as the pilgrims have returned to the conference room, coordinate with Food Services for your agape to be placed on the table for the candle light dinner. This is a good time for agape designated for this walk to be placed on the tables. (i.e. Walk #72, walk verse Philippians 4:4)
5. Bed agape run after the dining room is finished.
6. Make a list of pilgrims that do not have 12 letters. This list is to be placed on the podium for the person conducting candlelight to announce the name of the pilgrims that have missing letters or that the community needs to write letters in

Living Waters Emmaus Community of Alabama Inc  
Support Team Schedule

- order to complete the 12 letters. Take paper and pens to the community party after candlelight.
7. Place the agape letterbox in the entryway for the community to deposit pilgrim letters into as they arrive for Candlelight. (Be sure to remove the box prior to the pilgrims entering for Candlelight.)
  8. If the photographer has not brought the walk pictures for the packet, inform the outside board representative.

**SATURDAY NIGHT:**

1. After the pilgrims are in the conference room following dinner, good night bed agape can be put out.
2. While the pilgrims are at their party, real bright agape can be put in the conference room.
3. Dining room place mates, bright agape and the wooden crosses cannot go onto the dining room tables until the pilgrims go to bed.

**SUNDAY MORNING:**

1. While the pilgrims are at chapel make a bed agape run (provided you have plenty of agape).
2. Secure from the Registrar or ALD in charge the conference room roster that has names, addresses and telephone numbers of the pilgrims and team.
3. Complete the pilgrims' packets at this time. The packets should include:

Booklet  
Group Photo  
Walk Application  
Interest Sheet  
Chrysalis Brochure  
Chrysalis Application  
Chrysalis Interest Sheet  
Conference Room Roster

Also prepare a packet containing only Group photo and Roster of names, addresses, and telephone numbers for all team members

Living Waters Emmaus Community of Alabama Inc  
Support Team Schedule

Put pilgrim/team member name on each packet and sort by tables. **Note: Make one extra pilgrim packet for the ALD or speaker who will be reviewing the packet with the pilgrims. Also make sure the outside board rep gets a packet with photo and conference room roster.**

4. Secure the pilgrim's candles from Worship. The candles and the large bags should be put on the beds when the pilgrims complete their breakfast and return to the conference room. If you have extra agape this is your last bed run.
5. To complete the letters - pilgrim letters should be marked with an AF or A Friend & Family in the upper corner of the envelope. **Count out 12 letters** (using the AF letters first) tie the 12 letters with the gold cord in the agape storage box. Should there be more than 12 letters the remaining letters need to be placed either in small white bags, rubber band etc. that the letters can be given back to the sponsor for the ride home. Sort the letters bundles by table name (make sure the top letter of each bundle has the pilgrims complete name on it).
6. During the morning break make a conference room run.
7. After the break, the place mats, bright agape, balloons (if provided as an act of agape) and the wooden rooster can be put on the tables.

**SUNDAY AFTERNOON:**

1. Provided the agape is abundant a conference room run can be made during the lunchtime. This is your last agape run.
2. At approximately 2:00 p.m. place the letters outside the conference room sliding door behind the ALD table or if different follow the instructions of the ALDs.

If the pilgrims receive their crosses in the chapel area then agape can start to remove some of the permanent agape from the conference room such as cushions, tissue covers, waste baskets, candy baskets, etc. If not the items cannot be removed until closing.

**SUNDAY CLOSING:**

1. It is your responsibility to insure all agape is properly packed before being sent back to the storage room. At least one member of the agape committee should stay to help the take down committee. Some of the agape supplies can be packed up and ready to move to storage shortly after lunch. The wooden mail rack, first aid and supplies boxes, locker boxes and plastic boxes that contain repair stuff.
2. As soon as the pilgrims exit the conference room the take down committee starts to dismantle the room. Agape committee should be responsible for the cushions going back into their boxes, the candy being put back into the large blue container (**DO NOT SEND CANDY TO STORAGE ROOM!!**), place the baskets and

Living Waters Emmaus Community of Alabama Inc  
Support Team Schedule

candy baskets back in the boxes and if any agape is left in the conference room put it in the box containing the left over agape.

**OTHER SUGGESTIONS:**

1. It should be made clear to ALL sponsors that personal Agape should be given after the walk or on the way home - **not during the weekend**. If any personal agape is noticed on pilgrim's beds when distributing bed agape, it should be removed and held until Sunday afternoon at which time it can be given to the Pilgrim.
2. If you have extra agape then it can be put on the support staff's as bed agape.
3. If you receive letters for pilgrims that did not make it to the walk - save the letters give them to one of the board members for later use.
4. Large baskets with big handles are handy to distribute agape. So if anyone on the committee has such baskets they might bring them to camp for the weekend.
5. The blue candy box cannot be stored in the storeroom if must be given to the board member in charge of Agape. It must be stored in a cool dry place.
6. **Remember! The Agape committee is invisible.** They are neither seen nor heard by the pilgrims. Only the result of the committee's hard work is visible! It makes it more special for the pilgrims to receive these gifts of love if you are not seen delivering it.
7. It would be a help to future walks if the committee made a list of items needed for the next walk such as large bags, gold cord or letters, more medical supplies etc. Anything you feel is necessary for the nest walk. Give this list to the OUTSIDE Board Rep.

**Again** - As a member of the outside support team we are encouraged to maintain a spirit of cooperation with the other committees during the walk pre-week-end activities and the walk weekend.

**DECOLORES !!**

