



North Georgia Walk to Emmaus

Chair Job Description – Agape Committee

The Agape Committee Chair is an elected position on the board. Prerequisites include:

- 1) Being an active member of the North Georgia Emmaus community.
- 2) Being an active member of his/her church
- 3) Being an active member of a reunion group

Responsibilities

The position has the following responsibilities:

- Coordinate the 72 hour prayer vigil for each walk
 - Create the prayer boards for each walk.
 - Ensure the boards are circulated at all community Gatherings.
 - Ensure prayer boards are circulated at Sponsors' Hour and Candlelight for each walk.
 - Transcribe online entries for the prayer vigil to the prayer boards.
 - Coordinate getting the prayer boards to King's Retreat for the weekend. They should stay in the prayer chapel for easy access to community events.
- Prepare a general agape letter annually to be circulated at a board meeting for each board member to sign. This letter is a general agape letter for each NGWTE walk.
- Maintain the ngwte.agape@gmail.com email including contacts and general agape letters sent on the google doc account.
- Prepare general agape letter from our community and email them to other national and international communities for their walks.
- Receive general agape letters from other Emmaus communities (and other similar three-day movements) around the country and around the world keeping an updated file on google docs and ensure they get to camp prior to the beginning of each walk season.
 - Post NGWTE weekend dates on FB Group – [3-day Palanca & Agape](#)
 - Send request to Google contacts for general agape letters prior to the beginning of each walk season. List dates of each walk and encourage prayers.
 - Collect general agape letters and print colored sets for all walks.
 - Encourage recycling of letters the LD does not want to personally keep.
 - Per arrangement with Kings Retreat Superintendent, store the general agape letters in marked folders in the bottom drawer of the file cabinet in the NGWTE closet.
 - Communicate with Head Chapel and Head Agape location of the letters prior to the weekend.

- Lead the Agape Committee, a sub-committee of the NGWTE Co-Board, consisting of 5-6 individuals. Committee members share the responsibilities listed above.
- Attend monthly Board Meetings the first Tuesday of each month at Mount Pisgah Church
- Upload a monthly committee report on WordPress five days prior to the scheduled board meeting.
- Write an Agape article for The Loveletter two months prior to the beginning of each walk season and continuing each month of active walks. Ex: If walks for spring are in March and April then an article would be written for January, February, March and April.
- Be a good steward of the Agape Committee budgeted funds. As of November 2023, the budget is \$500. Reimbursement for poster supplies, copy paper, and folders currently runs about \$100 annually. The balance is for the high cost of colored copies. It is encouraged to seek out a community member who has access to a color copier and can donate the copies with Agape supplying the copy paper.