

Training Committee Report

August 1, 2023

Completed:

1. Team documents for Emmaus Team Member Tab prepared and submitted to Technology
2. Documents Updated and submitted to Technology Chair
 - a. NGWTE Training Manual v2.2 – posted
 - b. NGWTE Leadership Appendices v2.2 – posted
 - c. Title Quick Reference Guide 2023 – posted
 - d. Team Notebook Packet v2.2 – submitted, awaiting posting
 - e. Team Training Topics
3. Attended ALD Training
 - a. Distributed notebooks
 - b. Feedback favorable from attendee survey.
 - c. Discussion with LDs about new hybrid approach to Notebook printing

In Progress:

1. Leadership Orientation Prep

- a. Prepare surveys, agendas, emails to ALDs leading breakouts
- b. Updates to Leadership Orientation PPT

Walk	Dates	Lay Director	LO Time	LO Date	Meeting Location:	Training Committee Member
M203	October 12-15	Jim Hensley	N/A	N/A	Cumming FUMC	Not Needed
W240	October 19-22	Lesé Cooper	6:00 PM	8/10/2023	Northbrook UMC	Hilary Berman, Daisy Watson
M207	October 26-29	John Hotchkiss	6:00 PM	8/8/2023	The Fountain UMC (Sugarloaf)	Hilary Berman
W241	November 2-5	Kendra King	6:45 PM	8/29/2023	Norcross FUMC	Hilary Berman, Pat Reynolds

2. Collaboration on Kitchen Documents – final edits in progress

- a. Kitchen Operating Manual – submittal in progress
- b. Kitchen 3-Day Schedule – submittal in progress

3. ALD Inside Training Pathway

- a. Finalizing curriculum for ALD Training TL/ATLs during team formation.
- b. Distribute to Fall 2023 ALDs - Inside

4. Updates to Board Rep documents (from serving as BR)

- a. BR checklist
- b. BR FAQ document (NEW)

5. “Welcome to the Board” – the how to’s of serving on the board:

- a. Accessing the file browser
- b. RSVP-ing to meetings

- c. Committee reports – when, how
- d. Nominating people for your committee
- e. Calendar of the typical year – i.e. Board Retreat/CPR certified, meetings, trainings,
- f. Preparing for a Board Meeting

6. Add to ALD Training:

- a. More info on how to conduct the Leadership Orientation Breakouts
- b. Where to find the content

7. Recruiting for Training Committee:

Current committee members:

Chair: Hilary Berman (rolls off 2023)

John Fowler – East – (rolls off 2024)

Patricia Campbell – West – (rolls off 2023)

Pat Reynolds – Document Coordinator – remote – (rolls off April 2026)

Daisy Watson – West – (rolls off August 2026)

Gwen Hamill – West – (rolls off August 2026)

Committee Recruiting Update:

- Still need:

- Male – East (have an ask out)
- Male – West
- Successor for **Training Chair**.

- Nomination:

I am nominating Gina (Kubie) Davis for consideration for the Training Committee. Gina has served on Emmaus 20 times and was Lay Director of Women’s Walk 236. Gina has vast experience in training and leadership roles in her professional life as well as with North Georgia Walk to Emmaus. Gina is professional and knowledgeable and perfectly suited to facilitate Leadership Orientation sessions.



Upcoming:

1. Document Updates

- Planning summer workday for committee to knock out updates
- Implement updates from Spring walk feedback.
 - Closing layout
 - “Assigned” reading for each position

Submitted by Hilary Berman