

We are so excited, with the LORD, to bring the WOW Living FEARLESS conference to your women's group!

The intent of this email is to outline all of the basic information you need to know in organizing a great event that God can work powerfully through.

**WOW Living
FEARLESS
'A Greater Glimpse Of Glory'
Schedule**

Friday P.M.

6:45pm - Check in & Light Refreshments
7:00pm - Group Forming & Welcome
7:15pm - Worship
7:45pm - Session 1 - **The Great I AM...**
8:45pm - Response (1 song)
8:55pm - Small Group Ministry Time
9:15pm - Close for the evening

Saturday A.M.

8:30am - Light Breakfast
9:00am - Worship
9:30am - Session 2 - **CLEAR - Know**
"...see with their eyes,..."
10:30am - Response (1 song)
10:40am - Break
10:45am - Small Group Ministry Time
11:15am - Worship (2 songs?)
11:30am - Session 3 - **CONFIDENT - Believe**
12:30pm - Response (1 song)
12:40pm - LUNCH / Small Group Ministry Time
1:20pm - Worship
1:30pm - Session 4 - **COMPELLED - Understand**
2:50pm - Response (1 song)
3:00pm - Small Group Ministry Time
3:30pm - Session 5 - **...says 'Come' - The Cost of Coming**
3:45pm - Conference ends.

Table Groups & Leaders

Every woman who attends the conference will be in a table group of 6-8 women. This is one of the most powerful tools the Lord will use during our time together. Each table has 1 table leader who will have, ideally, gone through the table leader training and have a good grasp on how to guide these small group times. Each woman gets to choose which table they would like to sit at when they arrive Friday night. This allows women who come together to have the option of being at the same table. The Lord has been faithful to put together the perfect combination of hearts during every WOW event so far and we are confident that He will continue to do so.

Table Leader Training

Whenever possible, I like to meet with all of the table leaders for a two hour time of training. Meeting together as a team to pray and do some basic small group leader training using the tools and handouts helps to lay a great foundation and build expectation. We have found that providing this at least a month in advance works really well to equip the table leaders to pray intelligently into the weekend and prepare their hearts for the conference.

**Please ask us for dates when we will be in your area and can provide this training.*

Room Set Up

We have found that women engage in worship and teaching times when they are seated together facing forward and engage better in discussion when they are facing each other. With these two things in mind, the ideal set up for the room is to have rows of chairs near the front of the room during the worship and teaching times and tables with 6-8 seats around them set up at the back, around the perimeter or somewhere else in the building for the table group times.

**Tip: tissues and chocolates seem to be a big help and hit with the women!*

If you could have a small table that I could use for my object lessons at the front of the room this would be a big help and save on scrambling to find something we can use on the Friday night.

Sound/PowerPoint

Patti LaRose heads up our AV team - she's amazing and can work with just about anything. If you could please send me the email of you AV person (if you have one) then Patti will contact them directly to discuss all of these needs.

Worship

Kelsey Weston heads up our Worship team and has a sweet gift of leading hearts in worship to our great God. She will often lead alone or bring a small team of 3 with her depending on the location of the event. If you would like to see the song sets please email her directly and she can provide you with that information.

Promotional Materials

I will email you the FEARLESS promo video via Dropbox. Feel free to use this to promote the video however you decide (Sunday morning, through a Facebook group etc.)

If you do not already have a copy of the FEARLESS DVD's please let me know and we will mail you a copy. The promo video can be found on Disc 1.

We also have a promotional card that we can add the specific details of your event to and email as a printable file. If you'd like to make you're own, you're more than welcome to do so!

Decorations

We have decorations that go with the ocean/beach theme that we would be blessed to provide you with the use of for your event. These include:

-white table clothes

-centre pieces (I have attached a picture)

-small candy buckets and scoops

**we'll even bring them full of chocolate if it would bless you!*

-small square tissue boxes

-stage and room decorations (beach theme - fish nets, shells, pictures etc.)

Registration

We usually do the registration for these events through EVENTBRITE. The link to the website will be on the FEARLESS invitation cards and the women simply go to the website and register for the event. This allows us to track the number of women registered and provides us with all of their contact information. We are able to plug in emails that will automatically be sent to the women upon registration as confirmation, reminders leading up to the event and follow up. You, as the event coordinator for your event, will be added so you receive notifications every time a woman registers.

Registration Table

Our heart is that each woman that walks through the doors feels welcome and wanted. With this in mind we have a team member who makes name tags for every woman who registers with the FEARLESS logo on it and the schedule on the back. Each of the names are prayed over before and during the event. We always have some extra blank name tags ready for unexpected participants that may just show up - unknown to us, but planned by God :)

We also like providing each woman with a pen and small journal upon arrival and do this as the Lord provides the resources.

**Women are welcome to attend on the Saturday only if their schedule doesn't permit them to come Friday and Saturday.*

Book Table

If you could provide us with a table to use as our book table that would be a great help as well.

Cost and Offering

We do not charge for these events. We never want cost to hinder any women from participating. What we do instead is take up an offering on Saturday afternoon and allow women to give as they can and as the Lord leads.

We would really appreciate it if you, or one of your team members, would be willing to make an announcement after the first session on Friday night letting the women know that an offering will be taken up the following day and that the cost per person for us to provide the conference is approximately \$50. Having said that, whatever they can give is perfect. Some women can give nothing and others abundantly more than the suggested amount. We love to leave it in God's hands and have been overwhelmed every time to see God faithfully meet all of our needs.

Travel Expenses

If you can cover the cost of our teams travel expenses this is an added blessing. We typically drive to save on costs and can give you a rough estimate of what those would be upon request. If you can not cover these expenses, this does not mean we can not come, so please be honest and we'll pray together as a team for the Lord to provide.

Food

Food is the only thing that we ask that the host church to take on as far as expense.

Here's what that usually looks like:

Friday PM

- refreshments, coffee, tea, water, etc.

Saturday

- continental breakfast
- refreshments during break times
- lunch

Prayer

Makes all the difference! We are already praying for our time together and believing God to open the eyes of our hearts and change us in His presence!

Every Thursday morning I spend the morning in prayer for these WOW events and would love to know what specific details I can be praying for you and your team.