

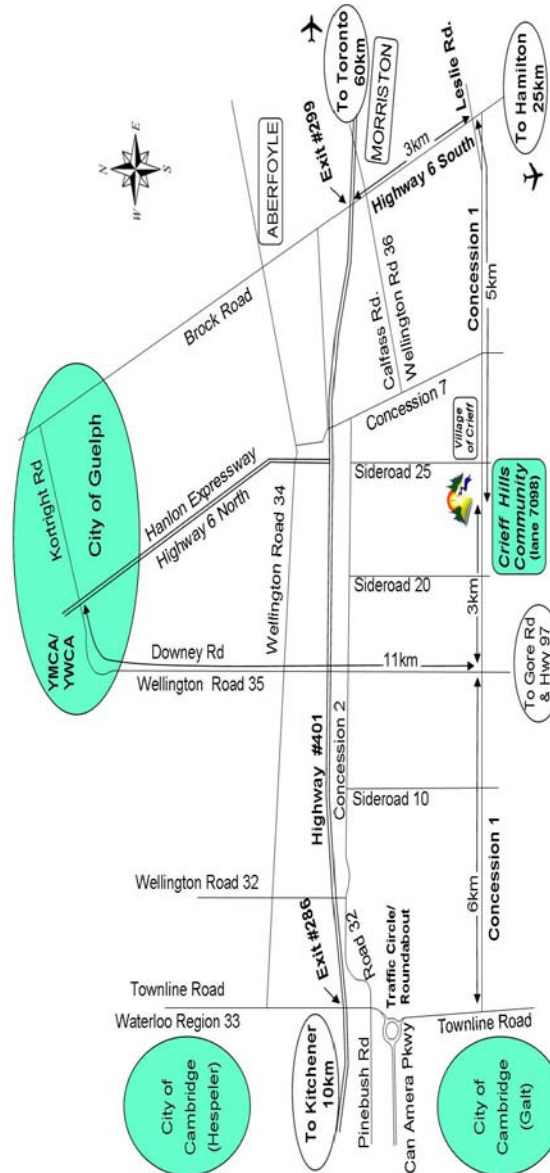
# Registration Form

Church Administrators Conference  
May 14 - 16<sup>th</sup> 2018

Last Name	
First Name	
Home Phone	
Home Street Address	
Home City / Town	
Home Postal Code	
Email	
Church of Employment	
Church Address	
Church Town/City & Postal Code	
Church Phone	
Church email	
<b>Meals:</b> Do you have any special dietary requirements or food allergies?	
<b>Special Request for Single Accommodation:</b> (If available, additional fee will apply)	
<b>Roommate Request:</b>	

**To Register** - Please mail or fax to:  
Crieff Hills Retreat and Conference Centre  
7098 Concession 1 Puslinch ON N0B 2J0  
FAX: (519) 824-7145  
Phone: (519) 824-7898

## Directions to Crieff Hills Community



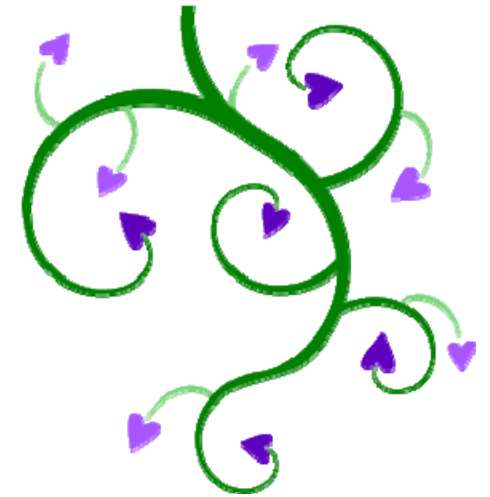
This map is also available on our web site

[www.crieffhills.com](http://www.crieffhills.com)

519-824-7898 1-800-884-1525

Fax. 519-824-7145

*With all your  
Heart*



**Interdenominational  
Church Administrators  
Conference**

**May 14<sup>th</sup> - 16<sup>th</sup> 2018**

(10 am Monday to 1 pm Wednesday)

**Crieff Hills Conference Centre  
Located near Guelph, Ontario**

*A Conference FOR Church Administrators  
designed BY Church Administrators*

Often a Church Administrator is the first contact with people who come to the church, phone the church or email the church. This is an important position in the ministry of churches.

This Conference is designed to support Church Administrators. Whether full or part time, this conference is a chance to come together with others from various denominations who share and understand this special position. It is a time to listen and to share, as well as to gain insight into new situations and learn new skills. Between sessions there is time for fellowship, reflection or a hike through the beautiful grounds.

**Design Team for 2018 Conference:**

*Gillian Fernie - St. George's Anglican Church, Burlington  
Kathryn Muir - St. Andrew's Presbyterian Church, Ajax  
Shainna Poulin - St. Andrew's Presbyterian Church, Guelph  
Crieff Hills contact - Fiona van Wissen*

**Women of Worth**

**Monday May 14<sup>th</sup> 1:30 pm - 3:30 pm**

**with Ruth Coghill, International Speaker and Author**

In a world where depression is on the rise and despair rampant, Ruth opens up Psalm 139 to provide God's truths to come against the lies that keep us from our godly potential. This workshop emphasizes principles based on the twenty four verses of the psalm and when applied, will strengthen your self worth, deepen your love for God and His Word and encourage you that God is holding you in His right hand no matter what.

*A former teacher and sales executive, **Ruth Coghill** is an international speaker, author, radio show host and founder of Words To Inspire - Lifelong Empowerment From God's Word. This ministry exists to provide resources to strengthen each person's faith through the understanding of God's Word. Presently she is writing four Bible study books, the first two are published. Called the WOW series, each book is four lessons for the time constrained woman. Ruth's passion is to motivate women to embrace life-changing truths through reading, studying, memorizing, meditating and applying God's Word.*

**Excel -Tools and Techniques to Make Life Easier**

**Tuesday May 15<sup>th</sup> 9:15 am - 12 noon**

**with Wayne Sankarlal, IT4 Worship**

Join us for an entertaining and engaging look at Microsoft Excel! During the session we will learn techniques to get the most use from the tools available in Excel. Using a scenario-based approach we will address some of the more familiar work challenges for Church Administrators.

In order to receive the greatest value from this hands-on session **please bring your laptop.**

Please also send in suggestions for subjects you would like addressed before the session by completing the following survey when you register:

<https://it4worship.com/machform/view.php?id=13147>

*Wayne Sankarlal's interest is exploring that place where the web, technology and worship meet. He is the founder of IT4Worship where he advises and serves churches and faith-based non-profits. His ultimate goal is to make technology (software, hardware and web) use comfortable, effective and stress-free.*

\* Please note that for those who do not use Excel, there will be an alternate activity during this time that will be about different personality types.

**From Unorganized to Unstoppable**

**Tuesday May 15<sup>th</sup> 1:30 pm - 3:30 pm**

**with Julie Stobbe, Trained Professional Organizer**

In today's session we will look at how to reduce clutter in a workspace, how to design a workspace to be more efficient, how to manage paper, filing and email to become more productive and discuss storage solutions. We will also examine the concept of an Active Office and its health benefits.

***Julie Stobbe** is a Trained Professional Organizer and Gold leaf member of Professional Organizers in Canada. She has earned a Level 1 Certificate in Chronic Disorganization from the Institute for Challenging Disorganization. She began her company **Mind over Clutter** in 2006. She specializes in helping residential and office clients become more productive and less stressed by clearing possessions, managing time and streamlining systems on site and virtually. She has a Bachelor of Education and a Bachelor of Kinesiology. She enjoys playing volleyball and baseball and being active. She is a mother of 3 young adults.*

**Truth and Reconciliation: An Archaeological & Historical Perspective**

**Wednesday May 17<sup>th</sup> 9:30 am - 10:45am**

"We archaeologists and historians know about Indigenous culture and history. We know how exciting it was. We know the contributions made by the First Nations and we know the ways in which they have suffered. Because of that, it behooves us to go out and spread the word; to tell people the stories of what happened and to explain why it is important to make amends."

Paul Racher is a Principal at ARA Ltd, Ontario's oldest archaeological and heritage consulting firm. Since starting there in 1986, he has directed the completion of several hundred archaeological and cultural heritage contracts. He holds an Honours Bachelor of Arts degree in Prehistoric Archaeology from Wilfrid Laurier University and a Master of Arts degree in Anthropology from McMaster University. Outside of his duties at ARA, Paul has devoted much of his time to bridging the gap between archaeologists and Indigenous communities.

**Please register before April 4<sup>th</sup> 2018**

**Cost Includes:** Accommodation, Meals & Program

**\$255.00 / person (double accommodation)**

**\$335.00 / person (\*single accommodation)**

Please note there is **limited single accommodation**

\*Priority will be given to early registrations

**\$205.00 / person Commuter Rate**

\* *Commuter rate includes all meals & programs*

**Evening activities** will be offered from 6:30-8 pm Monday (the Blanket Exercise) and Tuesday (liturgical dance). Commuters are very welcome to join these workshops and to stay for all meals.

**Accommodation**

Accommodation is in our hotel style rooms, each complete with two beds and a private 3 piece bath.

**Be sure to bring:** Appropriate clothing & footwear for walking the Crieff property; Umbrellas ; Alarm clock & flashlight; Bible; Personal items & medications; Bug spray. Board games for evening free time. **Bedding and towels are supplied.**  
**Dress is Casual.**