

## What's going on? A cheat sheet for Resource People staffing Young Friends retreats

### The ABCs of RPing:

**A- Assume good intentions.** The YFs really are good kids. Sometimes they make mistakes or do something without thinking, but it's pretty rare that they do something intending malice. Seek to build a culture of honesty and trust with the YFs.

**B- Balance the needs of the group & the needs of individuals.** In any situation, ask yourself what the needs of the retreat as a whole are and what the needs of the individual YFs are. Seek out solutions that meet the needs of both. If a YF needs to deviate from what others are doing, find a way for them to do that without taking away from the overall program.

**C- Communicate.** If a YF does something that makes you feel uncomfortable, respond. If you need help, ask. When working with other RPs, check in. Communicating honestly through the retreat keeps our community healthy.

**D- Don't forget to have a good time!**

When?	What do RPs do?
Friday night, as folks arrive	<ul style="list-style-type: none"> <li>• Greet the YFs and their parents.</li> <li>• Show new comers around the meetinghouse.</li> <li>• Make a nametag and encourage name tag making.</li> <li>• Hang out by the snack table and start a friendly conversation.</li> <li>• Help YFs and parents move their stuff into the meetinghouse and put it somewhere where people won't trip on it.</li> <li>• 1-2 RPs can help with registration.</li> <li>• Take a few minutes and check in with your co-affinity group leader to discuss how you want to run the group tonight.</li> </ul>
RP Meetings (Friday evening / Saturday mealtime / Sunday noon)	<ul style="list-style-type: none"> <li>• Friday evening once the majority of RPs have arrived, usually around 6 or 6:30: RPs gather over a light dinner to check in, review details about the retreat and the group of YFs arriving, and set intentions for our work this weekend (this is a short, informal meeting).</li> <li>• Saturday mealtime, usually lunch or breakfast: RPs get food and meet in a designated area separate from YFs to check in, share about our sense of how the retreat is going and how YFs are doing, brainstorm ways to support YFs, and review the schedule for the rest of the retreat.</li> <li>• (if there's energy) RPs meet over lunch on Sunday to reflect on how the retreat went.</li> </ul>

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<p>YF program: Friday evening, Saturday morning, Saturday evening and other times</p>	<ul style="list-style-type: none"> <li>• At the beginning of program, quietly check to see if everyone from your affinity group is present. If someone is missing, you or your co-leader should go look for them.</li> <li>• Participate in whatever activity is going on. Model good behavior, respond to distracting behavior (ex. "You need to put your phone away") and remember to let the YFs do most of the sharing.</li> <li>• If a YF needs to leave program, check in with them to come up with a good plan (ex. A YF has a headache- tell them a good place to lay down and tell them you'll check to see how they are doing in half an hour).</li> </ul>
<p>Affinity groups</p>	<ul style="list-style-type: none"> <li>• Make sure everyone in your group is present.</li> <li>• Make sure the room and the people in it are arranged in a way that is good for sharing: people can see each other, etc.</li> <li>• On the first night: do a round of names and pronouns, have the group explain what an affinity group is, explain confidentiality policy, and go over your groups chores for the retreat.</li> <li>• Each night: Do check ins, after check ins briefly offer a few minutes of worship where the group can share any joys or sorrows or ask folks to hold someone in the Light.</li> <li>• When check-ins are done, see what feels right to do with the rest of the time—it could be a group discussion, a game, group drawing, worship sharing, a relaxation exercise...whatever engages everyone and feels right!</li> </ul>
<p>After affinity groups, before lights out</p>	<ul style="list-style-type: none"> <li>• Check in with anyone in your affinity group who seemed upset and might need to talk some more before they can sleep</li> <li>• Start encouraging YFs to put on their PJs and lay out their sleeping spots- but first, get yourself ready for bed!</li> <li>• 1 RP can pick out a bedtime story to read in the big room</li> <li>• 2 RPs can tidy up the snack area</li> <li>• Go around and make sure sleeping arrangements look sleepable (ex. There shouldn't be 12 YFs sleeping in a tiny room)</li> <li>• At lights out time, 1 RP in each room with people sleeping in it turns out the lights and ask YFs to be quiet</li> </ul>
<p>After lights out</p>	<ul style="list-style-type: none"> <li>• Allow quiet whispering for the first 20 minutes or so, and then tell everyone its time for silence</li> <li>• If a YF has an ipod on too loud or their reading light is distracting you, ask them to turn it off</li> </ul>

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	<ul style="list-style-type: none"> <li>• If 2 or more YFs need to be “sshed” more than once, break the group up by having them sleep in separate spaces.</li> </ul>
Before breakfast	<ul style="list-style-type: none"> <li>• Set a quiet alarm for wake-up time so you can wake the YFs in your room</li> <li>• Ask folks to move their sleeping bags so that the rooms are usable during the day</li> <li>• Breakfast preppers go prep</li> </ul>
Free time: before and after meals, during free time	<ul style="list-style-type: none"> <li>• As needed, check in with your co-affinity group leader about the needs of your YFs</li> <li>• Strike up a conversation with a YF or a group of YFs</li> <li>• If YFs seem bored, left out, or are engaging in inappropriate behavior, suggest everyone in earshot join a game or discussion. Start an art or craft activity, board game, or active game outside.</li> <li>• Invite YFs on the sidelines to join existing group activities.</li> </ul>
Meal prep & clean up	See checklists on the posted on the fridge
Sunday morning, as we get up	<p>Same as Saturday morning wake up, plus:</p> <ul style="list-style-type: none"> <li>• YFs will be extra tired. A stupidly cheerful wake-up song might be in order</li> <li>• YFs and RPs need to pack up their stuff and either put it in the car they are going home in or the basement</li> <li>• If you have a car, move it to the street</li> </ul>
Sunday morning meetinghouse clean up	<ul style="list-style-type: none"> <li>• Gather your affinity group to let them know which area you're cleaning together and delegate tasks.</li> <li>• Start by cleaning your meeting area and the bathroom closest to it and fan out. Once you're done your area, check in with Maggie or other groups for more tasks.</li> <li>• RPs will stay behind for an hour or so to continue cleaning the meetinghouse once YFs have left around noon.</li> </ul>