

Conference Team

General Description:

This team will be responsible for supporting ALDE's annual international educational conference.

Team Structure:

A staff member, the current conference chairperson, the immediate past conference chairperson, and at least the next two conference chairpersons shall serve on the Conference Coordinating Committee. Other Task Forces may consist of 4 - 10 members.

Responsibilities:

1. Establish goals and objectives for conferences.
2. Develop and assess long-range plans for keynote speakers, budgets, spiritual and worship life and sites.

Work Plan 2003 - 2004:

- Establish potential numbers of participants for each conference, which then guides the budgeting process.
- Develop a list of speakers.
- Recommend a rotation plan for sites.
- Recommend a site for 2006 and a potential site for 2007.

Time Commitment:

This team may meet 1 – 2 times a year, via conference calls, with additional activity occurring between calls.