<Date>

Dear Sister in Christ,

Thank you for saying “yes” to the Lord’s call to serve on Women’s Walk #XX!  
I am looking forward to getting to know all of you better over the next several weeks.  
I pray that we will collectively and individually know God’s peace, strength, and joy as we prepare to serve the pilgrims He is bringing to Women’s Walk #XX.

I’ve enclosed a schedule of our meetings leading up to the Walk. For the Thursday evening team meetings, **please plan to arrive at** **Newark First UM Church** by **6:15 PM** so that you can take your things downstairs to the social room (please keep your purse with you at all times) and be back in the chapel by **6:25 PM** for prayer time. I ask that you enter the chapel in quiet reverence. At **6:30**, we will have a time of devotion (see assignments on the enclosed sheet) and prayer together.

During our evening meeting time in the Social Room, we will have a light snack (see assignments on the enclosed sheet), go over events and expectations of the Walk, answer questions, preview talks, sing, and spend time with our prayer partners. Our the Spiritual Directors for the Walk will share information and be available for questions.

For our Saturday morning meeting, **please arrive early enough to be in the chapel by 8:00 AM.** During this meeting, we will have a light breakfast and preview the clergy Grace talks.

As you prepare for Women’s Walk #XX, please be in prayer daily for our Spiritual Directors and each team member. Pray for the pilgrims who are anticipating coming and for those who may not even know yet that they are coming. Pray for the families of the team members and pilgrims, those who will be working behind the scenes, the Newark First UM Church family who has to make adjustments so that this Walk can occur, and for those who are preparing talks with God’s guidance. Listen daily for His direction in your life. Pray that He will lead you in prayer, away from all distractions and into a quiet time of renewal in His presence.

Since we will be spending only six weeks coming together as a team it is important that you attend each team meeting. However, if an emergency arises and you need to miss a meeting, please call me at <phone number> to let me know.

Remember: “**Christ is counting on us … and we are counting on Christ.**”

In His love and service,

Women’s Walk #XX Lay Director

“…whoever wants to become great among you must be your servant, and whoever wants to be first must be your slave - just as the Son of Man did not come to be served, but to serve…”

*Matthew 20:26-28*

**New-Ark Emmaus WW#XX**

#### Pre-Walk Team Meeting Details

* **Meeting place: Newark First UM Church’s chapel and social room**
* At each team meeting you will need your **nametag**, and **purple worship book**. A folder, paper, and pen will be provided.
* When it is your turn to help provide our refreshments, please think ‘light snack’ – it does not need to be elaborate, and we don’t want this to be a burden for anybody.
* **Team fees** for the Walk are **$80.00**. This helps defray expenses of the Walk and should be **paid by the 5th team meeting**. Team scholarships are available to help defray part of the cost; discuss with the Walk Lay Director if you need assistance. Checks should be made payable to the **New-Ark Area Emmaus Community**.
* Please review the team meeting schedules and assignments, and let <Name> (**wwld@new-arkemmaus.org**, <phone number>) know of any problems or conflicts as soon as possible.
* **Pray, pray, and, above all else, PRAY**.