

POSITION: FRIEND-IN-RESIDENCE COMMITTEE

APPOINTED AT: All members ex officio

MEMBERS: Presiding Clerk of the Yearly Meeting (convenor)

Clerks (or a member) of each of the Quarterly Meeting Ministry & Oversight Committees

Yearly Meeting Representatives to Friends World Committee for Consultation

TERM LENGTH: Consistent with members' terms in their respective M&O or FWCC roles.

REPORTS TO: Annual Session Planning Committee and NPYM Steering Committee

WORKS PRIMARILY WITH: ASPC & Steering Committee

DEFINITION: The Friend-in-Residence gives a plenary session presentation and visits and interacts with Friends of all ages throughout the Annual Session. The purpose of this program is to enrich our spiritual experience, to challenge us, and to stimulate new ways of looking at things. It may also help integrate us, a relatively new Yearly Meeting, into the larger body of the Society of Friends.

Occasionally, the Yearly Meeting might benefit from a change from this format. The committee should be open to leadings which might result in individuals or groups more distant from the Society of Friends being our "Friend in Residence" or experiences more varied than the traditional spoken address as the means by which we are spiritually enriched. If the individual committed for a particular year is not able to fulfill the commitment, the committee should feel free to tap the rich human resources present within our own North Pacific Yearly Meeting to fill the opening.

TASKS & TIMELINE:

The Committee brings recommendations for the Annual Session taking place in two years to the second Annual Session Steering Committee meeting.

The Steering Committee selects the Friend-in-Residence for the Annual Session two years hence.

The Presiding Clerk makes all contacts and arrangements with the Friend-in-Residence.

Previous Annual Session through task completion (hopefully October)

Friend-in-Residence Committee meets at Annual Session. They consider names forwarded to the committee by Steering Committee representatives and by individuals. Brainstorm additional names within the context of the direction and needs of the Yearly Meeting. They prioritize the possibilities.

Presiding Clerk compiles list of candidates including biographical information then presents to Steering Committee at its second Annual Session meeting. Steering Committee approves at least three possible names for the Annual Session two years ahead.

Presiding Clerk contacts approved candidates one at a time in order of priority until one accepts. If no one from this approved list accepts in this time period, Presiding Clerk, in consultation with committee members, presents additional names to Steering Committee in October.

Presiding Clerk informs Steering Committee of decision when it is finalized.

****November through March****

Dialog with the Friend in Residence previously chosen who will be present at the upcoming Annual Session. Keep Annual Session Planning Committee apprised of plans and progress. Finalize the theme. Provide the Registrar with the name and biographical information for inclusion in the Registration Form.

****April to Annual Session****

Keep Annual Session Planning Committee apprised of plans and progress. Consult with Junior Friends and Children's Program to ensure desired contact with F-in-R at Annual Session.

Be prepared with an alternate plan in case F-in-R is unable to attend. Report on activities of the committee to Steering Committee

****During Annual Session****

Hold Committee meeting during the Annual Session to prepare recommendations for choice of F-in-R for the following year.

EVALUATION: Prepares a report/evaluation for the Friend in Residence Clerk files. Sends a copy to the General Arrangements Clerk on, or before, August 21. This report should include information useful to next year's PA Clerk (what worked, what didn't) and any changes you think should be made in the job, or the job description.

If you received a file with material from previous Friend in Residence Clerk, sort through it, update the information, and add your report/evaluation (and any materials you think are needed).

Return file to General Arrangements Clerk BEFORE August 21.

EXPENSES & TRAVEL: Reimbursement is provided for "office expense" (LD phone calls, postage, and photocopy) and mileage expense for the responsibilities of this appointment. Submit BEFORE August 21 reimbursement request with receipts to NPYM Treasurer; identify as Annual Session expenses (the Annual Session books are closed on September 1).

OTHER INFORMATION: Friend-in-Residence, spouse, and family receive fee waivers and travel expenses.