2009 CENTRAL STATES REGIONAL INSTITUTE INFORMATION

DATE: January 12 - 16, 2009

PLACE: Mason City, Iowa (If traveling by air, we can arrange pick-up – please call Laurel Ryherd at 866-616-5000 for details)

COST: $400.00

INCLUDES: Instruction, housing, and meals

DEPOSIT: $50.00 (non-refundable) postmarked on or before December 15, 2008. Balance due at Institute.

REGISTRATION STARTS: January 12, 4:00 pm

INSTITUTE ENDS: January 16 at noon. All staff are required to participate in and complete the entire Institute.

TO DO LIST AND PRE-ASSIGNMENTS FOR INSTITUTE: Read these details carefully. You have several assignments to do before coming to Regional Institute.

1. **REGISTER** (1) Fax or E-mail registration form to Regional Service Center (316-616-5001 or lryherd@yfc.net) for count purposes.
(2) Mail in the regular registration form with deposit to Central States Region YFC, PO Box 3700, Wichita, KS 67201, by **12/15/08**.

2. **EMAIL** Your two page pre-assessment form to lryherd@yfc.net by January 5, 2009.

3. **PREPARE** Come to Regional Institute prepared to give a 5-minute talk, like a wrap up or church presentation, on any topic of your choice and must include a story illustration.

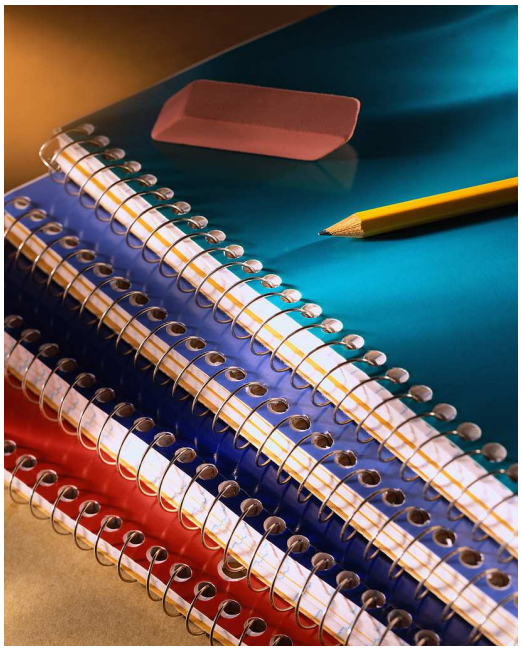
4. **BUY/READ** STRENGTHS FINDER 2.0, by Tom Rath, published by the Gallup Press, ISBN 978-1-59562-015-6, available through Amazon.com for $14.93. Read through the Introduction and Part 1, and then take the online assessment (allow one hour for this). Each book has an ID code that allows ONE online assessment – each person needs his/her own copy of the book. Report your results on the Pre-Assessment Form and also bring results to Regional Institute.

5. **READ** Better Safe Than Sued (formerly "Play It Safe") by Jack Crabtree. Please read Introduction through Chapter 4 and chapters 9-12. Then complete the attached *Book Report Worksheet* and bring it with you to Institute. Your region will provide a copy to you. We will have a class discussion focusing on assigned chapters, so read them before coming.

6. **WRITE*** Bring your written "case study" of a real life crisis situation you or someone in your chapter has experienced (suicide, run away, abuse, etc.). *Fill out the enclosed handout. Your case study may be used as an example for a discussion on crisis intervention.

CHECKLIST TO BRING TO REGIONAL INSTITUTE

1. Notes for your 5 minute presentation. Be sure to include a story illustration - plan ahead so you are definitely prepared to give your talk.
2. A copy of Better Safe Than Sued.
3. Your completed *Book Report Worksheet* for Better Safe Than Sued.
4. Your written "case study" for the Adolescent Issues & Intervention discussion.
5. A copy of Strengths Finder 2.0.
6. Your answers to the on-line Strengths Finder 2.0 assessment, even though you have already emailed them in on the Pre-Assessment
7. Bible, note paper, pen or pencil.
8. Toiletries.
9. Appropriate casual clothes (you are at work this week).
10. A heart prepared to learn. Spend time in personal prayer as you get ready for this training experience.



Regional Institute Registration Form

Please Print Clearly

Participant's Name:

E-Mail Address:

Full-time start date:

Credentialing Track: (Circle One) ED, Youth Ministry, Specialist, Administrative

Office Phone #: Cell Phone #:

Mailing Address:

YFC Ministry Center Name:

Ministry assignment: (CL, YG, JV, ED, TP, etc.)

Supervisor's Name:

Enclose full payment of $400.00
or non-refundable $50 deposit.
Deposit Due by Dec. 15, 2008.

Total enclosed $_____

Mail with payment to:

YFC/USA Central States Region
PO Box 3700
Wichita, KS 67201
Attention: Laurel

(Office use only: Postmark Date_____ Check #_____ Balance Due_____)

ADOLESCENT ISSUES CASE STUDY

Answer the following questions and bring to Regional Institute

1. Set the Stage:

What is happening? Give some background on the individual. How old is he or she? Where do they live? What socio-economic class would they be placed in? Any family information that you know or other useful information is valuable.

2. Describe the crisis:

What happened? Explain briefly the event as it unfolded for you in your role as a YFC staff person. What steps did you take with the person?

3. Summarize the outcome:

Where is the situation now?

BOOK REPORT WORKSHEET FOR BETTER SAFE THAN SUED

Please fill this worksheet out upon reading the book Better Safe Than Sued, by Jack Crabtree. There will be a discussion during the Regional Institute. To fulfill this assignment, you only need to read the Introduction, Chapters 1-4 and 9-12.

Name_____Ministry Center_____

1. I have read: 100% 75% 50% 25% of this assignment. (Date)_____

2. What are the common objections to implementing safety procedures?

   a.
   b.
   c.
   d.

3. What is your role and what is God's role in protecting the kids in your ministry?

4. When should you call #911
   a.
   b.
   c.
   d.

5. This book has impressed upon me the following:

REGIONAL INSTITUTE PRE-ASSESSMENT

Complete & Email this 2-page Assessment to lryherd@yfc.net no later than January 5.

In an effort to assess the experience level of the staff participating in our Regional Institute, please answer/circle the appropriate phrase that best describes your experience in each category. Include additional comments if you think it will help us understand your knowledge/competency level.

Strong Experience = function in area repeatedly with consistent success
Some Experience = have attempted, not confident and need more training
Little/No Experience = am a beginner and need instruction
Some questions involve a 6 point rating scale. 1 = poor, 6 = outstanding

Speaking Skills

Small Group (2-24)	Strong Experience	Some Experience	Little/No Experience
Large Group (25-100)	Strong Experience	Some Experience	Little/No Experience
Conference (Over 100)	Strong Experience	Some Experience	Little/No Experience

On a 6 point scale, I rate my effectiveness in preparing a talk at _____.

On a 6 point scale, I rate my effectiveness in delivering a talk at _____.

Comment:

Team Membership

What would you say your leadership strengths are?

What management positions have you held? What were your responsibilities?

Do you currently supervise?

Paid Staff:	yes	how many?	no
Volunteers:	yes	how many?	no

Comment:

Three-Story Evangelism

Own personal experience	Strong Experience	Some Experience	Little/No Experience	
Three-Story training	Summer Institute	Local Ministry Center	DC/LA	None
Regional Event:	Summer Institute	Local Ministry Center	DC/LA	None

Other Evangelism Training: _____

Comment:

Strengths Finder Results:

List your top five Strengths as identified by the online assessment and defined in the book Strengths Finder 2.0 (part of the pre-assignment).

1.
2.
3.
4.
5.

NOTE: If you have not yet read the book and taken the assessment, please email this pre-assessment to the Regional Service Center with this section blank, making sure that you email your top 5 strengths ASAP.

Fundraising Requirements:

I am responsible for raising funds for: my ministry center personal support events only

If personal support, what % of salary is required?

Currently, I am raising _____% of my goal.

Comment:

Life Management

I have received time management training: Yes No

If yes, describe:

About You

NAME _____

MINISTRY CENTER _____

ADDRESS _____

CITY _____

STATE _____ ZIP _____ PHONE _____

EMAIL ADDRESS_____

LENGTH IN YFC _____

AREA OF MINISTRY_____

SUPERVISOR_____

WORK EXPERIENCE _____

SPECIAL SKILLS/TALENT _____