



2019 Pacific Region Conference

Administrative Personnel Association

September 12—15, 2019

Check us on the web: www.pcusa-apa.org Like us on Facebook: [Administrative Personnel Association](#)

For you shall go out in joy and be led in peace; the mountains and the hills before you shall break forth into singing, and all the trees of the field shall clap their hands. Isaiah 55:12

Laura McCallum, Pacific Region President

Phone: (949) 837-4765

Email: lmccallum@genevapres.org

To Register for Classes:

1. Fill out the *Registration Form*

Register by August 1, 2019

2. Include your payment. Make your check payable to:

Administrative Personnel Association

(please write "Pacific Region" in the memo line)

3. Send your *Registration Form* and payment to:

Denise Cerince

First Presbyterian Church

11832 Euclid Street

Garden Grove, CA 92840

Questions about Registration?

Denise Cerince, Pacific Region Treasurer

Phone: (714) 724-1730

Email: denise@fpcgg.org

Scholarships Available:

Pacific Regional Scholarship

Nevada Presbytery Scholarship

Find them on our APA Pacific Region

Zephyr Point Presbyterian Conference Center Since 1925 this Presbyterian Conference Center has provided rest, rejuvenation and recreation for thousands. From its humble origin, when guests camped in tents on a rugged lakeside, Zephyr Point has grown into one of the leading cross-cultural and ecumenical Christian Centers in the nation.

Zephyr Point's history began during the Roaring Twenties when the Presbyterian Synod of California was contemplating new and inspirational experiences for its young people. Dr. Robert Donaldson of the Board of National Missions in San Francisco Presbytery scheduled the first Young People's Conference at Lake Tahoe for the summer of 1924.

For over ninety years now, two words have been at the core of Zephyr Point: Christian & Conferences. Thousands have gained inspiration in faith, enjoyed the wonders of God in nature, and enhanced or established Christ-centered lives. The spectacular location has served as background for hundreds of conferences embracing faith and life and Christian influences.—*From the Zephyr Point website*



A shuttle bus service from the Reno Tahoe Airport to Lake Tahoe is available.

For more details visit: www.southtahoeexpress.com

Zephyr Point Presbyterian Conference Center
660 US Highway 50, Zephyr Cove, NV 89448
(775) 588-6759 www.zephyrpoint.org

Conference Schedule

Wednesday, September 11

5:00 pm Executive Board Meeting

Thursday, September 12

3:00 pm Registration Begins

5:30 pm Welcome and Dinner

7:00 pm Spiritual Growth and Discipline
(Class ends at 9:45 pm)

Friday, September 13

8:00 am Breakfast

9:00 am Polity II

9:00 am Dealing with Difficult People
(Classes ends at 11:45 am)

12:00 pm Lunch

1:00 pm Directory for Worship

1:00 pm Legal Matters

(Classes end at 3:45 pm)

6:00 pm Dinner

7:00 pm *Social Media at Church I
(Class ends at 8:45 pm)

*To receive credit for this class you must attend both sessions.

9:45 pm Game Night/Fellowship Time

Saturday, September 14

8:00 am Breakfast

9:00 am Church History Part A
Before the Reunion

(Class ends at 11:45 am)

1:00 pm Church History Part B
Before the Reunion

(Class ends at 3:45 pm)

12:00 pm Lunch

6:00 pm Dinner

7:00 pm *Social Media at Church I
(Class ends at 8:00 pm)

8:05 pm Evening Mediation

8:15 pm Regional Business Meeting

PLEASE PLAN TO ATTEND

9:15 Special Event Night

Sunday, September 15

8:00 am Breakfast (*optional*)

11:00 am Check-Out

Lunch on your own

Certification Program

LEVEL I

Core Courses

Church History—Part A
(Before the Reunion)

2.5 hours

Church History—Part B
(Before the Reunion)

2.5 hours

Polity I—Part A

2.5 hours

Polity I—Part B

2.5 hours

**Office Administration

2.5 hours

*Spiritual Growth and Discipline

2.5 hours

Theology—Part A

2.5 hours

Theology—Part B

2.5 hours

Total Core Hours 20 hours

Total Elective Hours 20 hours

Total Hours Required 40 hours

LEVEL II

Core Courses

Directory for Worship

2.5 hours

Legal Matters 2.5 hours

2.5 hours

PC(USA) History—Part A
(Since Reunion)

2.5 hours

PC(USA) History—Part B
(Since Reunion)

2.5 hours

Polity II

2.5 hours

**Office Administration

2.5 hours

*Spiritual Growth and Discipline

2.5 hours

Total Core Hours 17.5 hours

Total Elective Hours 27.5 hours

Total Hours Required 45 hours

LEVEL III

Core Courses

Book of Confessions

2.5 hours

GA Entities 2.5 hours

2.5 hours

Polity III

2.5 hours

**Office Administration

2.5 hours

*Spiritual Growth and Discipline

2.5 hours

Total Core Hours 12.5 hours

Total Elective Hours 37.5 hours

Total Hours Required 50 hours

Questions about Certification?

The core of APA is the Certification Program. It allows members to gain expertise in all fields associated with their position(s) within the Presbyterian Church (USA).

Continued education and personal growth increases the value of a lay professional to staff, congregation, and self.

For more information contact Connie Poulton
Pacific Region Certification Chair

Phone: (775) 424-3622

Email: spresbychurch@hotmail.com

Membership

Those eligible for membership include employees of churches and other Presbyterian governing bodies in positions such as:

- Administrative Assistants
- Church Administrators
- Financial Administrators
- Office/Business Managers

Questions about Membership?

Becki Fulton, Pacific Region Membership Chair

Phone: (707)365-0335

Email: beckiful75@gmail.com



Upon receipt of your registration you will receive via email:

1. Confirmation of classes requested.
2. Class Schedule.
3. Additional Information and Directions to Zephyr Point.

2019 Pacific Region Conference

Administrative Personnel Association

September 12–15, 2019

Conference Registration Form

Name: _____

Church/Gov. Body/Agency: _____ Position: _____

Church Address _____ City _____ State _____ Zip Code _____

Church Phone: (_____) _____ Church Email address: _____

Personal Information:

First Time Attendee New Member Continuing Member Lifetime Member
 Pacific Region Other Region: _____

Arrival Date/Time: _____ / _____ Departure Date/Time: _____ / _____

Home Address _____ City _____ State _____ Zip Code _____

Home Phone: (_____) _____ Email Address: _____

Cell Phone: (_____) _____ Emergency Contact Name: _____
 Please provide an Emergency Contact that is not attending this conference.

Relationship: _____ Emergency Contact Phone: (_____) _____

Will you be joining us for Sunday Breakfast? (optional) No Yes

Food Allergies? No Yes, Please describe _____

Extra charges apply when requesting Vegan or
 Vegetarian meals. _____

Select Your Classes:

Thurs., Sept. 12	7:00 pm	Spiritual Growth and Discipline	Rev. Cheryl Raine	All Levels	2.5
Fri., Sept. 13	9:00 am	Polity II	Rev. Scott Trevithick	Level II	2.5
Fri., Sept. 13	9:00 am	Dealing with Difficult People	Rev. Cheryl Raine	All Levels	2.5
Fri., Sept. 13	1:00 pm	Directory of Worship	Rev. Scott Trevithick	Level II	2.5
Fri., Sept. 13	1:00 pm	Legal Matters	Tom Hall	Level II	2.5
Fri., Sept 13	7:00 pm	*Social Media at Church I	Maria Winchester	All Levels	1.5
		Church History—Part A			
		<i>Before the Reunion</i>			
Sat., Sept. 14	9:00 am	Church History—Part B	Rev. Cheryl Raine	Level 1	2.5
		<i>Before the Reunion</i>			
Sat., Sept. 14	1:00 pm	*Social Media at Church I	Rev. Cheryl Raine	Level 1	2.5
Sat., Sept. 14	7:00 pm		Maria Winchester	All Levels	1.0

*To receive credit for this class you must attend both sessions.

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Administrative Personnel Association 2019 Pacific Regional Conference

Roommate Preference:

No Roommate Choose for me

I'd like to room with: _____ Cell Phone: (_____) _____

*Guest Attending with you:

*Guest Name: _____ Relationship: _____

Guest Cell Phone: (_____) _____ Emergency Contact: _____
Please provide an Emergency Contact that is not attending this conference.

Relationship: _____ Emergency Contact Phone: (_____) _____

*Will you be joining us for Sunday Breakfast? (optional) No Yes

Food Allergies? No Yes, Please describe: _____
Extra charges apply when requesting Vegan or
Vegetarian meals. _____

Pacific Region Conference Fees:

(Includes lodging, classes, materials, scholarship donation (\$5) and meals—as listed in the conference schedule).

Conference Fee (No Roommate or with a *Guest) \$435.00 _____

Conference Fee (with APA roommate, per person, includes meals) \$300.00 _____

Conference Fee (Lifetime Member) \$250.00

*Guest Meals \$95.00

Other: _____

Cost of Materials **TOTAL** _____

Cancellation Policy:

Deadline to receive a full refund of your registration is **July 1, 2019**.

No refunds will be given after this date.

*Make your check payable to: **Administrative Personnel Association***

(please write "Pacific Region" in the memo line)

and mail with your *Registration Form* to:

Denise Cerince, First Presbyterian Church

**11832 Euclid Street
Garden Grove, CA 92840**