

## HEAD GOPHER

The Head Gopher Cha has the responsibility of training the other Gopher chas and coordinating their activities on the weekend.

Your main responsibility is to see that speakers, pastors and prayer palanca people are pulled at the appropriate times before each talk. Speakers must have time to dress and all parties come together at the auxiliary chapel for pre-talk prayer.

Pull the speaker and escort him/her down to the dorm. Help in any way you can while they get ready. He/she may want to be alone, or at least in a quiet mood...be sensitive to their wishes.

When it is time for the speaker to go to the chapel, escort them there, join in prayer with them before their talk, then escort them to the conference room.

Be in or near the conference room while the speaker is speaking. You must be there when they are done to escort them back to the chapel for prayer, then back to the dorm to change. Be encouraging to them about their talk, many people have critical feelings about themselves after giving a talk. Stay with them while they change, then escort them back to the conference room or supply room.

Pull the spiritual director and the two prayer palanca people according to the schedule. See that they are waiting at the auxiliary chapel when the speaker arrives. You do not need to wait with them, but you may if you wish.

Please help out in other areas between talks. Check with the Head Gopher and the Head Cha to coordinate your schedule.

Please make every effort to be punctual at all times. This is vital!  
You are critical to keeping the weekend on schedule. Check your watches frequently with the Head Cha. Carry a copy of the schedule and a notepad with you at all times.

Pick up the pre-talk palanca for the speaker before pulling the speaker and have it available on the speaker's bed. Check with the Head Palanca Cha to determine where the pre-talk palanca will be kept.

It is better for a speaker to have to wait on the Conference room than for the Conference room to have to wait on a speaker. If the Conference room is not ready, let the speaker wait in the supply room. Make sure they have a drink, chair, etc. to make their wait comfortable.

Make sure you synchronize you watches with the pastors. Do not go into their rooms. Wait outside for them to change, etc.

You may agree to pull different people, be flexible and work together.

It is a good idea to remind all prayer palanca people ahead of time and find out where they will be when you need them. If necessary to stay on time, you may pull someone other than the

person on the list. Remind chas to stay visible in their areas and to be mindful of their prayer palanca times. If you can't find the proper person, pull someone else.

Ask chas to make sure to let their heads know where they are.