



**FGC**  
**FRIENDS**  
GENERAL CONFERENCE

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## **WORKSHOP LEADER(S) LETTER OF SUPPORT**

*To leader(s) submitting a proposal:* Please give a copy of this form to at least one person you think could provide the best or most useful information to the committee. Please also share a copy of your proposal with that person. Co-leaders should either have a separate letter of support for each co-leader, or one letter addressing the questions below for each co-leader.

*To those being asked to provide a letter of support:*

Each year the workshop committee receives many fine proposals. Discerning which of them should be included in the Gathering's offerings is a difficult task. Often the members of the committee do not know the proposed leaders, so these letters of support help the committee in its discernment process.

It is very important that the information be current and submitted by someone who knows the applicant well. Letters should be sent to the Workshop Committee Clerk at the FGC office or emailed to [gathering@fgcquaker.org](mailto:gathering@fgcquaker.org).

### **Letters need to be received in the FGC office by September 30, 2016.**

In your letter of support, please address the following:

1. What is your knowledge of the applicant? Please describe the context and extent to which you know the applicant.
  
  
  
  
  
  
  
  
  
  
2. In your experience, is the proposal well seasoned? If the topic is content-based, is she/he knowledgeable on the subject?
  
  
  
  
  
  
  
  
  
  
3. Please tell us about your experience in other workshops led by the applicant. Please describe his/her leadership style.

4. Please tell us about strengths and weaknesses.

5. Workshop leaders may need to respond to “difficult people” in the group or challenges to authority and agenda. Does the applicant have the leadership and interpersonal skills to respond to these situations?

6. We understand that preparing for and leading a workshop can be very stressful and mentally and physically demanding and that circumstances can change greatly in a year (since the last Gathering). Do you believe the proposed leader understands their own capacities and limits, and is able to be faithful to the work involved?

7. Please feel free to include any other information or experiences that you think might be helpful to the committee.

We appreciate your time and thoughtful attention,  
The Gathering Workshop Committee  
[gathering@fgcquaker.org](mailto:gathering@fgcquaker.org)