

Two-night Retreat Schedule – Example #1

Friday Evening

4:00	Set-up registration table, t-shirts, stuff goodie bags
4:30	Check-in Begins
6:30—7:25	Dinner
7:25 - 7:30	Welcome and other information
7:30—7:45	Worship Team
7:45 - 8:30	Session 1 – Speaker
8:30-8:45	Move to Discussion Groups (they were scattered around the hotel)
8:45—9:30	Discussion Groups

Saturday

6:30—9:00	Breakfast Buffet
9:00 - 9:15	Welcome, Early bird Door prize, Announcements, Icebreaker
9:15 - 9:30	Worship
9:30—10:30	Session 2
10:30-10:45	Move to Discussion Groups
10:45—11:45	Discussion Groups
Noon—1:00	Lunch
1:00 - 1:05	Door prize and Filler - special song or video
1:05—2:00	Session 3
2:00—7:00	Free Time and Dinner on Your Own
7:00	Alabama Theater Christmas Show

Sunday Morning

6:30 - 9:00	Breakfast Buffet
9: 00 - 9:15	Welcome, Early bird Door prize, Announcements, Icebreaker
9:15 - 9:30	Worship
9:30 - 10:15	Session 4 – Speaker
10:15 - 10:30	Salvation, Invitation, and Reflection
10:30	End Time
11:00	Check-out Time

Cyndee's notes: Having a session after lunch was not ideal, but we didn't want to have Free Time last for 7 hours either. We had to travel other floors for many of our discussion groups so we had to build in travel time. Because our discussion groups were small, we probably could have cut the discussion group time down to 30 minutes.