

## Cafe Instructions

### ABOUT THE CONFERENCE

**Rebuilt Conference 2025** is all about inspiring and equipping parish leaders to reimagine what's possible for their churches. As a volunteer at Rebuilt Conference 2025, you're helping create a welcoming and transformational experience for over 750 parish leaders from around the country. You help set the tone for the entire experience by offering a warm welcome, answering questions, and guiding attendees with clarity and kindness. Attendees will experience powerful keynote sessions and will pick from a variety of breakout sessions that match their interests.

### WHAT TO WEAR

Please wear your Rebuilt Ministry t-shirt. If you are not able to pick yours up at the Rally, you can stop by the Ministry Tent behind the church on Sunday June 1, from 1pm-4pm, or arrive early for your shift to grab your shirt and get oriented. Remember to wear comfortable shoes.

### WHERE TO PARK

We ask all ministers to park at the Light Rail. Shuttles will run Monday from 7am - 7pm and Tuesday from 5:30am - 7pm.

### ARRIVAL

Report times are based on your scheduled shift. Please plan to arrive 15 minutes early. Enter through any of the front doors and head to the back of the church. The Ministry Tent is located outside behind the building. There, you'll check in, print your name tag, get some light refreshments, and Mary Claire will show you where you will be greeting.

### EMERGENCY

In case of an emergency, stay with the person. Have someone nearby with a radio call for help. The radio should be on Channel 1. Please alert the officers by stating, "911, medical emergency in the \_\_\_\_\_(venue). Repeat that a second time.

### WHO TO CONTACT

**Staff Lead-** Mary Claire Goff 410-336-8628



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### CAFE POSITIONS AND INSTRUCTIONS

- You may be assigned to the Vision Cafe, Ministry Tent, Snack Locations, Pavilion, Conference room/studio.
- Mary Claire will meet you in the Ministry Tent at the start of your session to give direction and answer questions.
- At times, it might feel like you're not actively doing much—but your presence matters more than you know. Simply being there helps create a warm, welcoming environment. You're there to smile, connect, and start conversations that make people feel seen, known, and cared for.
- Be flexible and be prepared to do various tasks with a smile. 😊

### CONFERENCE VENUES

Sanctuary | Balcony | Theatre | Pavilion | Classrooms | Vision Cafe | Rebuilt Lounge (glass link) | Business Center (Cry Loft) | Comfort Lounge (All Stars)

### SPECIFIC VENUES OR CHECK IN

As you serve you may need to help direct guests to the following:

- **Concelebrants for Mass.** All Priests and any Priest who arrives to celebrate Mass should check in with Tina in the registration tent in front of the building.
- **Registration Tent.** This will be outside in the plaza.
- **Breakouts.** View the schedule. There will be breakouts in the classrooms, theatre and sanctuary.
- **Rebuilt Lounge.** In the glass link between the Next Gen lobby and the concourse (entry way).
- **Rebuilt tables and demos.** In the Vision Cafe
- **Lunch.** Lunch will be served from 3 venues. Vision cafe, the back hallway link will have lunches. The Pavilion will have specialty lunches (gluten free, etc).
- We will have plenty of food and refreshments for Ministers in the Ministry Tent. Thank you!

