



September 10, 2009

Greetings from Hawaiian Islands Ministries to all women in administrative jobs at your church!

**We want to let you know about a special session just for you!**

As part of HIM's *Live Love Laugh Women's Conference, Friday & Saturday, October 30-31*, Kathy Slamp will be presenting "The Church Office: Ministry or Madness" — a double session specifically for women who serve in administrative positions in the church. We at HIM know what an important role you play in your church, the responsibilities you carry and the multiple functions you serve. We have wanted to host a session for you for years, and now we have the opportunity to do just that!

A national speaker, experienced church office worker, and pastor's wife who has seen the in's and out's of the church office, Kathy Slamp has presented this workshop more than 60 times in nearly as many cities. People usually leave saying, "The day isn't long enough!" Whether you are a full time administrative assistant, a part-time volunteer, or the only person in your church office, this one's for you! Kathy will address situations found at every size church and provide helps and hope for your very important position in the church, covering areas such as these:

- The church office is a ministry
- The church office is unique
- A better understanding of church politics
- Work place expectations
- How to work well with other staff members
- How to develop a procedures manual
- Ministering to difficult people
- Understanding the biblical perspective of authority
- Working with volunteers
- *And much more!!!*

Kathy will be joined at the conference by **Jan Johnson** (also doing seminars)...*as well as* by **Anita Renfroe**, the very humorous Christian comedienne and performer of "The Mom Song," who will be featured in our plenary sessions. The cost of this amazing day will pay for itself many times over. Registration is only \$99 thru October 16, 2009 and includes breakfast and lunch on Saturday. Register today at [www.himonline.org](http://www.himonline.org) or call 808-988-9777 and we'll be glad to help set you up.

We're praying that you'll be able to take advantage of this wonderful opportunity that will help you personally, enhance your ministry professionally, and serve your church faithfully. To that end, we have included a letter for your pastor to encourage your participation. Please make sure to pass it on.

We are looking forward to your joining other women to share lives, loves, and your laughs. Bless you for all that you do,

*Hawaiian Islands Ministries*