



Sacred Waters Retreat LLC
Admin Office: Clarksville, TN | 615.669.4351
<https://sacredwatersretreat.com/hoa-tennessee/>
Email: logistics@sacredwaters.com

OUR MANIFESTO:

WATER... Water Heals and purifies. It quenches our bodies and revives our spirit. We subscribe to the truth that WATER is divine and moves through us all. It is for this reason Sacred Waters Retreat holds space near Rivers, Lakes, Waterfalls & Oceans. We invoke the power of WATER to bring women together through emotion, ritual, and connection to the divine feminine. We are moved to provide compassionate, healing spaces where women can feel safe and nurtured, we offer sanctuary in nature, and encourage fun and exploration as we unite joyfully with our ancestry through sacred ritual. Some paths are best walked alone, and some are walked in profound harmony with others. We want to celebrate your journey to reclaim the SACRED that lies within you. Be moved!

OUR MISSION STATEMENT:

The Sacred Waters Retreat LLC. is a professional organization designed to hold space for women of color in safe places for ritual, healing & restoration. Sacred Waters Retreats LLC. allows participants to share and explore the ancient healing traditions of our foremothers as we remember, resurrect & honor their legacies. Our communities require that age old traditions be retained & practiced keeping our families healthy and balanced.

JOB TITLE: Logistics

POSITION TYPE: Volunteer & Internship Only. Requires applicant to be available Thursday 8-10 hrs for retreat set-up. Requires applicants to be available 6 -8 hours for 2 days (Friday & Saturday). Requires applicants to be available 10 hrs for strike /reset.

REPORTS TO: Baba Akinrinola Greer - Logistics Director and Darwin Kennedy, Lead Supervisor

DEPARTMENT/GROUP: Support Group: Site Set-Up/Strike, Technical Team, Sweat Lodge Assistants, Guest Concierge, Shuttle Service

STAFF PREREQUISITE: Must be a man of color who enjoys working with the same. Must be working in service with the community.

LOCATION: May 25-28, 2023 The Lodge – Paris Landing State Park, 400 Lodge Rd. Buchanan, TN 38222 (2hrs from Nashville airport)

TRAVEL REQUIRED: Yes – this position will require you to be on site the weekend of the event (4) days consecutive

FEE SCHEDULE: This is a work-exchange position only. Practitioners will receive shared lodging, Some meals will be provided (Thursday evening Welcome dinner, breakfast and lunch (Friday, Saturday, Sunday), and 4 days of amazing brotherhood.



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JOB DESCRIPTION:

1. Logistics must attend all monthly (Jan, Feb, March, April) and weekly (May) meetings via zoom.
2. Logistics will arrive on-site by 11am on Thursday, May 25, 2023 and be ready to set up the Sacred Wellness space as well as assist in any other areas if needed. Logistics will be responsible for striking the event space at the conclusion of the retreat as well as assist in any other areas if needed.
3. Logistics will work collectively, cohesively, and closely with the SWR Staff to execute a healing environment at the retreat.
4. Logistics applicants will be selected based on their current work in or amongst community-based organizations especially those involving people of color, passion for the Sacred Waters Retreat and its programs.
5. Logistics must be able to lift a min of 50 pounds, use a pushcart, lift, stand or carry equipment when necessary.
6. Provide Audio Visual & Video Recording support for workshops – for whom this applies.
7. Practitioners must bring any tools, products and equipment they need to perform their job with ease and effectiveness.
8. Logistics will always maintain professional appearance and good hygiene.
9. Logistics will assist Sacred Waters Team with unloading /loading for participants and speakers during the event.
10. Must possess a valid driver's license and reliable transportation for last minute store runs etc. (gas reimbursement will be provided unless we are using a Sacred Waters rental vehicle.
11. Must maintain infrastructure, safety, usability, and quality of the site for the duration of the set-up and presentation of the event. Key roles involve opening and closing site, as well as the preparation and execution of health and safety and weather plans.
12. Have great time management skills.
13. Have experience with installing basic lighting, sound, audio visual and construction elements.
14. Be able and willing to use/check email daily, utilize conference calling and other virtual platforms effectively for meetings. As well as join virtual groups for department and staff communication.

** Please Note: Additional job assignments/duties may be added or deleted from this description at any time. Practitioners must be able to adhere to the standards, ethics and goals of the Sacred Waters Retreat Team and its Affiliates.*



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WE ARE SEEKING LOGISTICS APPLICANTS WHO:

- **Will uphold the manifesto, mission statement & goals for the organization to clients, participants, sponsors, business partners and affiliates of Sacred Waters Retreat LLC.**
- Are professional and friendly - Those who are able to effectively communicate and connect with women from all walks of life during the event, as well as their logistic team members, speakers, event, and venue staff.
- Are willing & capable of advertising the retreat through various social media venues, groups etc. (you will have access to various pre-approved postings provided through our social media department).
- Are flexible, attentive, and can be a compassionate team player.
- Are willing to lead & have flexibility to follow.

POINT OF CONTACT: Baba Akinrinola Greer - Logistics Director, logistics@sacredwaters.com

DATE POSTED: 01.07.2023

POSITION EXPIRES: 5 days after the event ends/ post debrief meeting/ reports etc. have been completed and received.

WILL TRAIN APPLICANTS: Training will be provided in most areas of operation.

APPLICATIONS ACCEPTED BY: ONLINE:

<https://docs.google.com/forms/d/1BisuWFLohbcpRHaqtXa8wBZhV6pGiR4EkUzSVd8-9yw/edit?ts=63619233> or www.sacredwatersretreat.com/hoa-tennessee

COVID-19 CONSIDERATIONS: All team members vaccinated or unvaccinated will be committed to practicing covid safe precautions leading up and during the event, i.e.: regularly wearing masks in indoor spaces, washing hands, using sanitizer, and disinfecting commonly used surfaces.