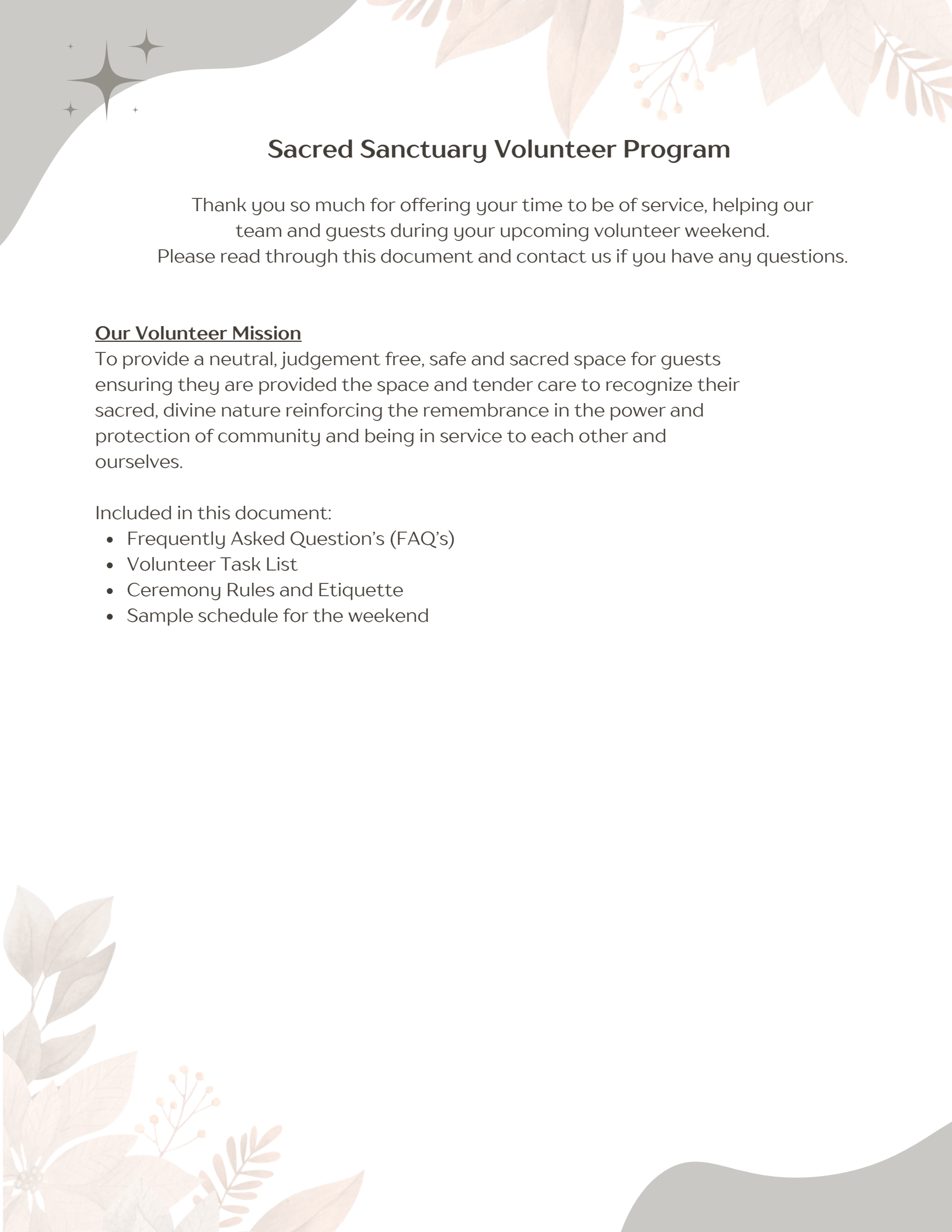




VOLUNTEER PROGRAM



Sacred Sanctuary Volunteer Program

Thank you so much for offering your time to be of service, helping our team and guests during your upcoming volunteer weekend.

Please read through this document and contact us if you have any questions.

Our Volunteer Mission

To provide a neutral, judgement free, safe and sacred space for guests ensuring they are provided the space and tender care to recognize their sacred, divine nature reinforcing the remembrance in the power and protection of community and being in service to each other and ourselves.

Included in this document:

- Frequently Asked Question's (FAQ's)
- Volunteer Task List
- Ceremony Rules and Etiquette
- Sample schedule for the weekend



Frequently Asked Questions

When do I arrive?

Please arrive on between Thursday at 4pm – Friday around 10am. This allows you time to settle into the space before helping prepare the space for Friday night's ceremony. You may also arrive on Thursday afternoon after 4pm. If you are unable to arrive around this time, please let Norelle or Lora know as soon as possible.

How long can I stay?

A typical volunteer weekend is arrival Thursday 4pm – Sunday 2pm departure. We do not offer accommodations throughout the week.

Will there be meals provided?

Yes! We provide all meals throughout the weekend. If you have specific dietary restrictions or prefer to have some of your own food onsite, please let us know.

What should I wear?

Please have white clothing for both ceremonies that are appropriate for the space. Wearing all white will allow the guest to be able to see who is there to help during ceremonies. You are more than welcome to arrive in all whites or wait to change before our volunteer meeting that will occur on Friday at 1 pm.

Please be cognizant of clothing lengths and material choices as there are many tasks that may require you to bend over to assist guests as well as the possibility of rain. Please wear comfortable shoes, or go barefoot if you choose. Moving around as silently as possible is our goal as guests hearing may be elevated during ceremony. If you have any questions, please contact us.

Outside of ceremony, you may wear whatever comfortable clothing that you would like.

Where do I sleep?

We will provide you with a bed. If we are unable to provide you with a bed, we will notify you ahead of time to ensure that you will be comfortable with whatever sleeping arrangements that have been made for you. If you have any physical injuries or medical reasons that may affect your sleep, please let us know prior to your volunteer weekend. We provide bedding, pillows and blankets. However, if you would like to bring anything to make your sleep more comfortable, please feel free to bring it.



+ What are the duties for the weekend?

– Please see detailed Volunteer Tasks section below. A brief overview is listed below.

- Clean and stock bathrooms
- Clean and stock kitchen
- Trash/Recycling
- Buckets
- Candles & Sweeping
- Laundry
- Sage & Florida water
- Friday and Saturday dinner prep and clean
- Saturday and Sunday Breakfast prep and clean
- Sunday cleanup

We will go over tasks in further detail during our volunteer meeting.

Volunteer Self-Care

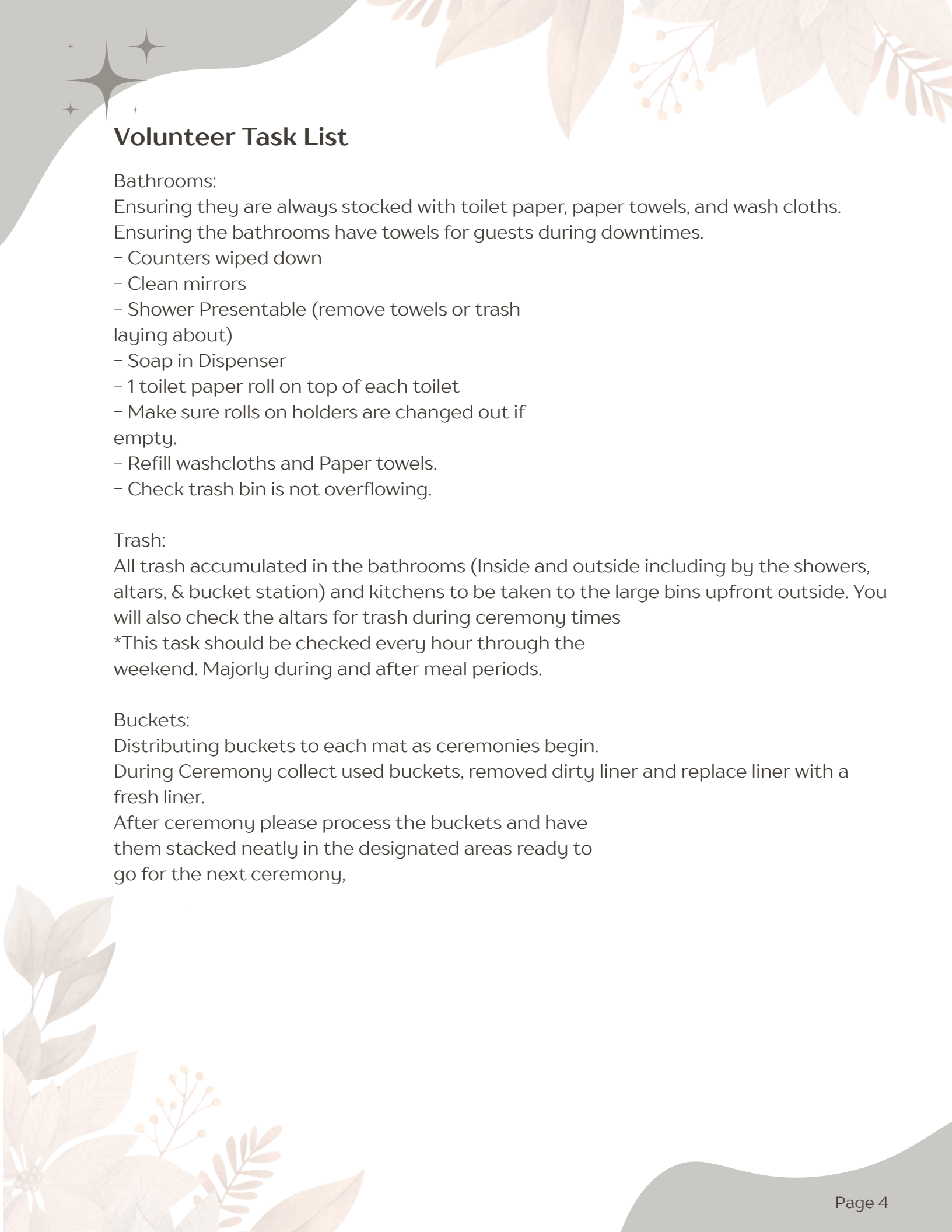
Self-care in this space is vital as it allows you to be of true service to others when you are of true service to yourself. Volunteering can be emotionally, mentally and/or physically exhausting.

Ways to determine if you need to take a break or take some “Me Time”

- Emotionally – disassociating, apathetic, irritable, aggressive, difficulties in maintaining neutrality during ceremony
- Mentally – drowsy, scattered, unable to focus
- Physically – aching body, headache, smelly, feeling nauseous, overly exhausted, feeling dehydrated, etc.

During the ceremonies, if you are feeling any of these, please share with one of the staff how you are feeling so we can assist in taking care of your needs. Please do not stay in the ceremony space. We ask that you leave the ceremony area to take care of yourself and only to return to the ceremony area when you feel you are able to be fully present. Your experience matters to us greatly and we will do anything necessary to create a safe space for you to navigate through your experience in whatever way that looks to you.

Thank you so much for being with us and we look forward to seeing you on your scheduled weekend!



Volunteer Task List

Bathrooms:

Ensuring they are always stocked with toilet paper, paper towels, and wash cloths.

Ensuring the bathrooms have towels for guests during downtimes.

- Counters wiped down
- Clean mirrors
- Shower Presentable (remove towels or trash laying about)
- Soap in Dispenser
- 1 toilet paper roll on top of each toilet
- Make sure rolls on holders are changed out if empty.
- Refill washcloths and Paper towels.
- Check trash bin is not overflowing.

Trash:

All trash accumulated in the bathrooms (Inside and outside including by the showers, altars, & bucket station) and kitchens to be taken to the large bins upfront outside. You will also check the altars for trash during ceremony times

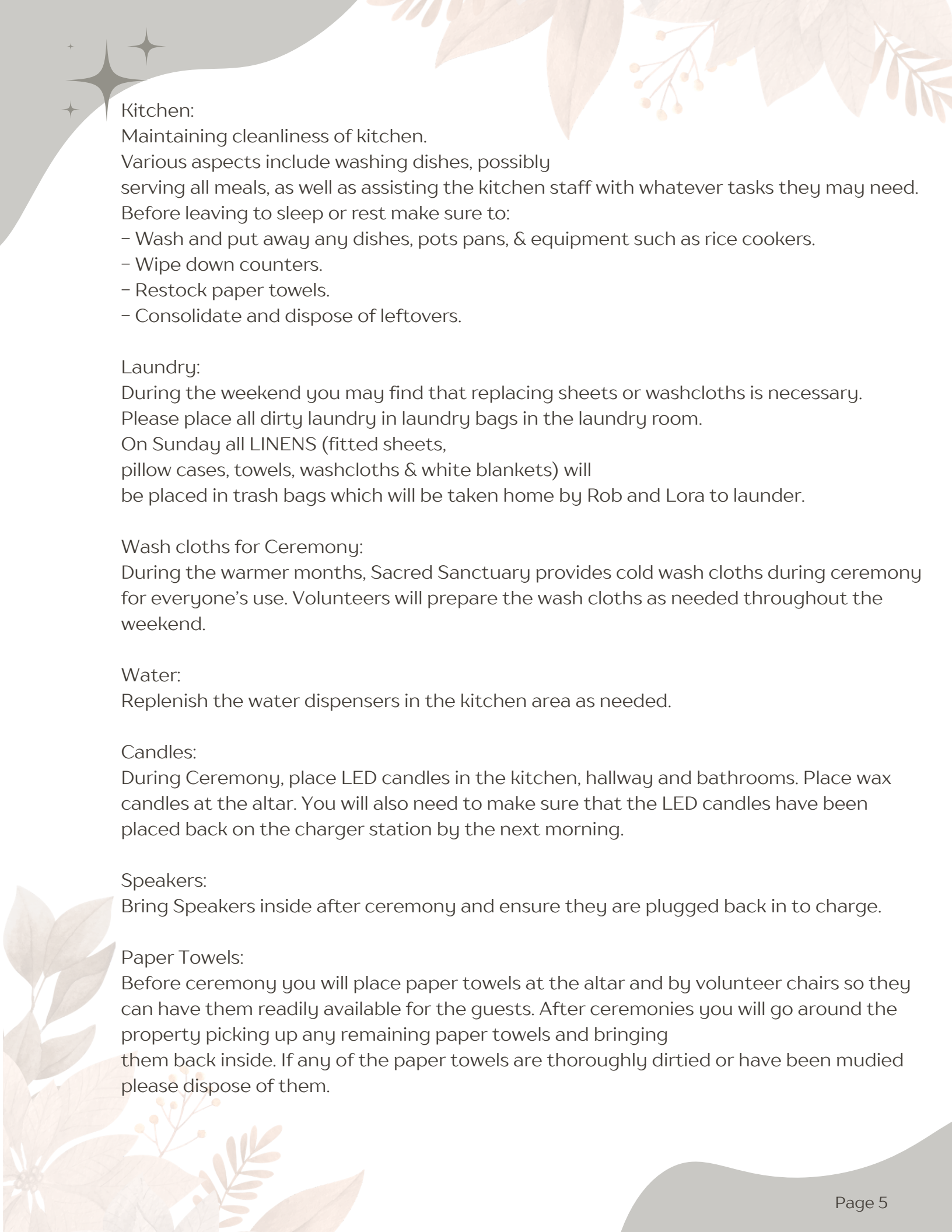
*This task should be checked every hour through the weekend. Majorly during and after meal periods.

Buckets:

Distributing buckets to each mat as ceremonies begin.

During Ceremony collect used buckets, removed dirty liner and replace liner with a fresh liner.

After ceremony please process the buckets and have them stacked neatly in the designated areas ready to go for the next ceremony,



Kitchen:

Maintaining cleanliness of kitchen.

Various aspects include washing dishes, possibly serving all meals, as well as assisting the kitchen staff with whatever tasks they may need. Before leaving to sleep or rest make sure to:

- Wash and put away any dishes, pots pans, & equipment such as rice cookers.
- Wipe down counters.
- Restock paper towels.
- Consolidate and dispose of leftovers.

Laundry:

During the weekend you may find that replacing sheets or washcloths is necessary. Please place all dirty laundry in laundry bags in the laundry room.

On Sunday all LINENS (fitted sheets, pillow cases, towels, washcloths & white blankets) will be placed in trash bags which will be taken home by Rob and Lora to launder.

Wash cloths for Ceremony:

During the warmer months, Sacred Sanctuary provides cold wash cloths during ceremony for everyone's use. Volunteers will prepare the wash cloths as needed throughout the weekend.

Water:

Replenish the water dispensers in the kitchen area as needed.

Candles:

During Ceremony, place LED candles in the kitchen, hallway and bathrooms. Place wax candles at the altar. You will also need to make sure that the LED candles have been placed back on the charger station by the next morning.

Speakers:

Bring Speakers inside after ceremony and ensure they are plugged back in to charge.

Paper Towels:

Before ceremony you will place paper towels at the altar and by volunteer chairs so they can have them readily available for the guests. After ceremonies you will go around the property picking up any remaining paper towels and bringing them back inside. If any of the paper towels are thoroughly dirtied or have been mudied please dispose of them.



Ceremony setup

*Setup and cleanup of ceremony space must occur on both Friday and Saturday night

Setting up the volunteer and facilitator chairs

Place colorful rugs for mats.

Bring out mats and place on rugs.

Smoke Cleanse:

During the smoke cleanse you will waft the cleansing

smoke of Sage, Palo Santo, & Copal over our guests.

Make sure to cleanse both front and back head to toe.

Ceremony Rules & Etiquette

- No cell phone use in ceremony areas. Lights & extra sounds are distracting.

- If you need to speak to a Facilitator or guest in ceremony areas please use a light whisper.

- Walk slowly with intention and grace. Sounds will be heightened for the guests during ceremony so please be mindful of how and where you step.

- Do your best to remain in a calm neutral stance while sitting, standing, or moving. Being hunched over, pacing, hovering, or in an overly relaxed position can affect the guests perception. It may also stop you from being able to react to a situation quickly.

- Please give the guests as much space as possible. Get a Facilitator if they request something of you other than:

- Walking to the bathroom, getting them an extra pillow, blanket, paper towel, or water.

- If a guest is requesting rapé, or help for their journey, we ask that you find a Facilitator or authorized rapé practitioner from our staff to assist them. As a volunteer you are not allowed to administer to any guest.

- Always operate under the assumption that the guest is a strong capable warrior. Please allow them the opportunity to get up from their mats or walk themselves to the restrooms.

- Be mindful of hand placements as you assist guests. As you walk them please remain a few steps behind allowing them space. If they need assistance you may offer a hand, gently hold the forearm/bicep area or allow them to place their hands on your shoulders as you walk in front. (If you have any questions please seek out a staff member for one on one training)

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- Under NO circumstances can a guest be left unattended while under the medicine.
 - After drinking the medicine, guests may not go to their car, their bed, or use personal cell phones without checking with a Facilitator.
 - NO engaging in sexual or romantic conduct with guests or other volunteers under any circumstances.
 - No alcohol or other plant medicines other than Ayahuasca may be consumed during your stay here.
 - Once Ceremony has ended, there may be guests still be on the medicine. Please be mindful of guests and coordinate with facilitators before cleaning up the space.

Weekend Schedule

Friday

- 12:00 pm–3:00 pm – Arrival time
- 1:00pm – Cut off time for eating
- 3:30 pm – Opening circle
- 4:00 pm – Sananga Circle
- 4:30 pm – Smoke Cleanse
- 5:00 pm– Evening Ceremony begins
- 9:30pm – Evening snacks and food will be served

Saturday

- 9:00 am – Breakfast
- 10:00am –Cut off time for eating
- 10:00am – Integration
- 1:15pm – Wellness activity or freetime
- 4:30 pm – Smoke Cleanse
- 5:00 pm – Ceremony begins
- 9:30 pm – Evening snacks and food will be served

Sunday

- 9:00 am – Breakfast served
- 10:00 am – Integration
- 2:00 pm – Departure