



WWE CIRCLE STAFFING FEE POLICY FOR THE WOMAN WITHIN TRAINING WEEKEND

Business Area of Responsibility: Director of Training

Author: Director of Training

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Policy:

Woman Within Eastern USA, Inc. (WWE) will require staffing fees from staff members of the Woman Within Weekend Training (WWTW) to help defray costs for meals and lodging. The staffing fee does not reflect the full per person fee charged by the site, only a portion of the actual charges.

Procedure:

The staffing fees will be established by the Board of Directors of WWE Inc. and published on the fee schedule.

From time to time the Board of WWE will waive staffing fees for those women who are filling a need on the Woman Within Training Weekend due to staff shortages.

Staffing fees will not be charged to paid staff positions - Weekend Leader (WEL), Team Leader (TL), and the Facilitators (FAC).

No woman will be denied staffing because she does not have the ability to pay. A woman who does not have the ability to pay will inform the treasurer of what she can afford to pay and will submit it to cover her staffing fees. The WWE treasurer will waive the balance. The treasurer will inform the administrator that the woman who doesn't have the ability to pay has met her obligation of staffing fees. The administrator will mark the women as "paid" on the staff list used to collect staff fees at the Woman Within Training Weekend.

From time to time, the staffing committee will waive the staffing fee to recruit women for essential staff positions on the WWTW, such as, but not limited to Facilitators in Training and facilitator support.

