



# Family Federation for World Peace and Unification

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**Ref. No. FFWPUI 2016-41**

**To : Special Emissaries, Regional Presidents, Cheon Il Guk Special Envoys, National Leaders**

**Cc : National Messiahs**

**From : FFWPU International Headquarters**

**Date : 3.20 by the heavenly calendar in the 4<sup>rd</sup> year of Cheon Il Guk (April 26, 2016)**

**Re. : Information Concerning “Recruiting Staff for the 2016 Cheongpyeong 40-day Workshop for International Young People”**

May our Heavenly Parent and True Parents’ blessings and love be with all regions and leaders in the mission fields.

The “2016 Cheongpyeong 40-day Workshop for International Young People” will be held from July 1 to August 9, 2016. **For this workshop, we would like to invite members to volunteer as staff.** If you volunteer for staff, you can:

- Cultivate global leadership,
- Experience leading 2<sup>nd</sup> generation from different cultures
- Receive spiritual grace of Cheongpyeong, Chanyang Sessions
- Complete a Cheongpyeong 40 day workshop
- Make connections with 2<sup>nd</sup> generation all over the world
- Take part in creating the future of our Unification Movement
- Participate in Holy Ground Pilgrimage in the Fatherland

The staff workshop schedule and recruitment qualifications are as noted below. Please inform many members so that we can create a great workshop with abundant grace.

## 1. Staff Period

1) June 24 to August 10, 2016

Content	Period
Staff Preparation Workshop	June 24 ~ June 30
Cheongpyeong 40-day Special Workshop for International Young People	July 1 ~ Aug 9

2) All staff need to be in Cheongpyeong by latest **June 24**, and leave earliest **Aug 10** (the day after the last day of the 40 day workshop).

※ **Note:** All English memos are translations of the official Korean memo. As such, errors of translation can occur. If issues of interpretation arise, please refer to the official Korean document. If you have any queries, please contact us at ffwpuihq@gmail.com.



## 2. Number of Staff Needed

	Workshop Leader	Team Leader	Nurse	Parental Figure	Total
University Team	1	3 brothers 3 sisters	1~2	2	25~26
Teenagers Team	1	5 brothers 5 sisters		4	

## 3. Qualifications and Roles

1) All staff need to understand the direction and policy of the Training Center and also be able to accurately convey that information to the trainees.

2) All staff should have completed a Cheongpyeong 40 day workshop prior to this workshop. In the case you have not yet attended a Cheongpyeong 40-day workshop, it is possible to apply for staff if you have completed similar training courses (ex. GPA graduates in their 1<sup>st</sup> year or 2<sup>nd</sup> year) or have experience of engaging in youth ministry

3) All staff should have a proper standard of faith, and a healthy mind and body.

4) All staff should understand and fully agree with the honor code (Attachment #4).

5) All staff will be asked to actively take part in creating a fruitful workshop, report all trainees' situation to Cheongpyeong staff and leaders in the organization, convey direction and guidance from Cheongpyeong staff and leaders to the trainees, participate in staff meetings, and meet any other needs that may be requested by the Training Center (Cheongpyeong staff)

6) Others:

	Qualifications	Main Roles
<b>Workshop Leader</b>	20 years or over	-Lead the workshop by creating a bright and healthy atmosphere -Receive reports from team leaders and convey to Cheongpyeong staff
<b>Team Leader (University)</b>	19 years or over	-Help the trainees adjust to the workshop, by encouraging them in various ways and caring for their needs -Report the trainees' situation in detail
<b>Team Leader (Teenagers)</b>	18 years or over	
<b>Nurse</b>	Experience as a nurse (professional or in other workshops, etc.)	-Take care of the trainees' physical health and hygiene -Be in charge of the medical box
<b>Parental Figure</b>	Experience in taking care of 2 <sup>nd</sup> generation teenagers	-Take care of the trainees' physical health Provide emotional care (Do consultations)



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		-Assist the lecturers
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## 4. How to apply

Please send in the following attachments to Cheongpyeong by e-mail before May 31, 2016.

- 1) Staff Application Form (Attachment #1 or #2)
- 2) Self Introduction (Attachment #3)
- 3) National Leader's recommendation

## 5. Others

1) All staff will receive a Cheongpyeong 40-day Workshop Certificate of Graduation if they participate the full 40 day period.

2) The Training Center will cover the full 40-day registration fee of all staff expect for International University Students Workshop team leaders. The University team leaders need to pay the general 40 day workshop fee (700,000won) but other special expenses for this workshop will covered by the Training Center. This is because University team leaders will have more time as a participant compared to other staff.

3) Even if you are initially selected as a staff, if you cannot attend the Staff Preparation Workshop, you might be asked to step down. In such a case, you will have to pay the full registration fee to attend the 40-day workshop.

4) All members coming from abroad need to apply for **Medical Insurance for Traveling Abroad (Traveler's Insurance)** before attending a Cheongpyeong workshop. Please make sure with the company that it can be used in South Korea. Please note that even if you obtain traveler's insurance, if you receive medical treatment at the hospital you will be asked to pay the hospital fee first and you will be reimbursed later, so you will need extra cash for emergency medical expenses.

5) **Members must come to Korea with a VISA which is valid throughout the whole stay.** The Training Center cannot acquire or extend visas for you. If your visa expires while you are in Korea, the immigration office will charge you a penalty and your name will likely be placed on a blacklist.

## 6. Inquiries

- 1) **Telephone:** +82-31-589-7137
- 2) **Fax:** +82-31-584-4336
- 3) **Email:** [cpintl2013@gmail.com](mailto:cpintl2013@gmail.com) (International Office)
- 4) **Website:** [www.cheongpyeong.org](http://www.cheongpyeong.org)

**FFWPU International Headquarters**



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# Staff Application Form

## 2016 Cheongpyeong 40-day Workshop for International Young People

Personal Information						
Picture	Family name					
	Given name					
	Birth date	19	/month	/day	Age	
	Country you live in					
	Nationality				Sex	M / F
	Passport number					
Blessing group	1st / 2nd / 3rd gen _____ couples / single					
Current academic status (choose one)	in college or university / working / other ( )					
<b>Health Condition</b>	good / bad ( name of illness: )					
Contact Information						
Father's name						
Mother's name						
Mailing address						
Home phone						
Parent's e-mail			Email			
Local church			Tel #			
In an emergency, contact	(Relationship: )					
Emergency contact number						
Cheongpyeong Workshop Related Information						
2016 Summer Workshop	Arrival:	Date	Time	Flight No		
	Departure:	Date	Time	Flight No		
Past CP workshops	40 days _____ times /		21 days _____ times			
Foundation Day Holy Wine Ceremony & Registration Blessing				Yes / No		

# Parents Staff Application form

## 2016 Cheongpyeong 40-day Workshop for International Young People

Personal Information					
Picture	Family name				
	Given name				
	Date of birth			Age	
	Country you live in				
	Nationality			Sex	
	Passport number				
Blessing group					
Current academic status (choose one)					
<b>Health Condition</b>					
Contact Information					
Spouse's name					
Mailing address					
Home phone					
E-mail					
Local church			tel #		
In an emergency, contact		(Relationship:      )			
Emergency contact number					
Cheongpyeong Workshop Related Information					
Current workshop	Arrival:	Date	Time	Flight no.	
	Departure:	Date	Time	Flight no.	
Past CP workshops		40 days		/	21 days _____ times
Foundation Day Holy Wine Ceremony & Registartion Blessing				Yes / No	
Records of Ancestor Liberation/Blessing (Yours and Your Spouse's Information)					
	Me			Spouse	
	Liberation	Blessing		Liberation	Blessing
F side					
M side					
GMF side					
GMM side					

Attachment 3

## Self Introduction & Work Career

*Name:*

<b>1. Self Introduction</b>
( Background of Faith, Personality, Motivation of Application, Future Plan after Graduation)
<b>2. Faith Career (Workshop, Position, Activity)</b>
<b>3. Social Career (Profession Capability, License, Social Activity)</b>

## **Honor Code for International Young People**

### **Attending the Cheongpyeong 40- and 21-day Workshop**

Hello!! Many warm greetings from the Cheongpyeong staff to International young people all over the world! We are doing our best to prepare and make this upcoming summer 40-day (21-day) workshop fruitful, exciting and fun, and for this to happen we need your help.

For the success of a Cheongpyeong 40-day (21-day) workshop, the heartfelt participation of every participant is essential. **It is very important that Cheongpyeong 40-day (21-day) workshop trainees are not forced by their parents to come.** In order to make the workshop a great experience for all of the participants who will be attending, each and every trainee should act in a mature and dignified manner, and take responsibility for his/her actions.

**As a trainee, and as parents of the trainee, please read the following.**

1. Cheongpyeong is primarily a place for me (the trainee) to improve my relationship with the Heavenly Parent, and to find my true self.  
Therefore I, as a trainee, will refrain from forming any kind of intense horizontal relationship, or spending exclusive time with another trainee, either of the same or of the opposite sex, but will instead concentrate on nurturing my personal relationship with God.
2. I will try to see everybody from the viewpoint of the Heavenly Parent, even though we are different and may have a hard time understanding each other in various ways.
3. If it is necessary to go to CheongShim International Medical Center, the Youth Training Center, etc., I will leave the Training Center only after receiving permission from the Cheongpyeong staff.
4. I will always be on time and make utmost effort to fully participate in the entire schedule.
5. I will comply with the Cheongpyeong dress code (page 3).
6. I will follow and respect the Cheongpyeong staff and all the team/workshop leaders.

7. I will not eat at the holy locations (prayer hall, Tree of Blessing)
8. I will make my utmost effort to keep the Cheongpyeong grounds clean and neat.
9. I will not bring any of the prohibited items, which are listed below.
10. I will refrain from doing any of the prohibited activities, which are listed below.
11. I will not use the internet without permission from the Cheongpyeong staff.
12. I will consult immediately with the Cheongpyeong staff if any problems arise.
13. I will follow any and all other rules set forth by the staff during the workshop, since the purpose is to help me have a good experience.
14. I will maintain a clean presence around my sitting area/desk and refrain from eating in such places.

※ **It may be a good idea for you to make an internal goal and external condition of sincerity before attending the Cheongpyeong workshop.** For example, a youth may want to develop a more pleasant personality centered on the Heavenly Parent (internal goal) and do a 21-day bowing condition (external condition).

※ **For the sake of having a fruitful training, if you have any concerns you need to share with us about, please feel free to email us in advance.**  
([cpintl2013@gmail.com](mailto:cpintl2013@gmail.com))

#### **A. Prohibited Items**

1. Personal music players
2. Electronic games, computers, DVD players, smart phones
3. Jewelry, make-up
4. Novels or other non-Cheongpyeong related books or magazines
5. Weapons, including knives with long blades
6. Drugs (except when accompanied by a prescription)
7. Alcohol, tobacco products
8. Revealing or immodest clothing (\*\*see dress code below)
9. Musical instruments and CDs are allowed for use during talent shows or festivals, but must report to staff before using or practicing.
10. Do not bring anything that is very precious to you that you might lose.



Possession of a prohibited item will result in having it confiscated for the duration of the workshop. Additional consequences may be required for any improper use of the item, on a case-by-case basis.

Dangerous, illegal, or illicit items such as drugs, alcohol, pornography or the like will be destroyed. These are counterproductive to the purpose of the workshop.

#### **B. Prohibited activities**

1. Drinking, smoking, drugs, possession or viewing of pornography
2. Stealing, shoplifting, use of foul or abusive language

#### **C. Dress code inside the Training Center**

1. Pants should be of thin material that doesn't release dust (no jeans).
2. Shorts are allowed only if they cover the knees even when seated.
3. Tops should be solid white based, but no see-through material. Make sure your underwear cannot be seen under the clothing.
4. Tops should not expose the shoulders (no sleeveless tops), skin below the collar bone (make sure the collar is not too wide open and you cannot see inside when you bend over) or underwear (make sure your tank tops/camisoles don't show from your shirt).
5. No tops that show your waist area when hands are raised.
6. No tight clothing that shows body line or underwear lines.
7. No jewelry. No make-up.  
(Jewelry and make up become a distraction, especially during Chanyang (holy song) Sessions. Jewelry may injure you or other people, and make-up prevents one from separating evil spirits from the face)
8. Socks should be worn at all times in lecture rooms and prayer halls.
9. No sandals (flip flops) except for showers and rainy days.

※ If any of the above standards are personally / culturally intrusive, please kindly observe them with a heart of offering and respect for the duration of your stay at the Cheongpyeong Heaven and Earth Training Center. **If you do not have proper clothing, you will be required to buy t-shirts/pants here.**

※ **Put signatures below with full understanding**

Signature of you and your parents

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## **Workshop information**

### **A. Required Items**

1. One week supply of pants, socks and underwear
2. One week supply of white shirts for Chanyang Sessions
3. Shoes, i.e. sneakers (We will climb to the holy ground every day)
4. A pen/pencil, a notebook
5. A sufficient supply of any needed prescription medicine or other medicine not readily available in Korea
- 6. Medical insurance for Traveling Abroad (Traveler's Insurance)**
  - 1) Even if you get medical insurance, you will be asked to pay the hospital fee first and receive reimbursement later by submitting required documents when you go back to your country. **Please prepare \$100 cash for emergency medical expenses**, and know what papers you need to receive from the hospital to receive reimbursement.
  - 2) **Please check details with the insurance company whether it can be used in South Korea or not.**
7. Three-color Exposition of Divine Principle, As a Peace Loving Global Citizen (Prepare these materials before coming to the workshop. Put your name on your books) If you do not bring these books, you will be asked to buy them at the store.
8. Umbrella or raincoat. (There will be many rainy days!!)
- 9. FM radio (for listening to the translated lectures)**
10. Toiletries
11. Towels (We **strongly recommend** you do not bring bath towels because they do not dry well and they make the locker rooms humid. Please bring smaller towels)
12. A set of dress clothes for Ahn Shi Il and special occasions
13. **Sweater or jacket.** The temperature drops when it rains, and the rooms are air conditioned.

### **B. Suggested Items**

1. Hand sanitizer
2. Sunscreen
3. Hat for sun protection
4. Backpack or bag to carry personal items around the training center
5. Plastic flip-flops or sandals for wear on rainy days (called "slippers" in Korea; these can be purchased at the store at Cheongpyeong)

6. If you are not familiar with Korean food (hot spicy food), granola bars, tuna cans, peanut butter, cereals, etc. can be helpful.

7. Holy robes and blessing ring if participating in ancestor blessing

8. **Vitamins, supplements.**

**C. All items should be marked with the name of the owner.**

Please do not forget to write names on clothes. Please follow this rule to prevent laundry from getting mixed up or lost.

**D. Money**

Trainees will need petty cash during the time of their stay.

(Exchange rate will differ daily.)

- White t-shirts: 10,000 won ~12,000 won

- Thin pants: 10,000 ~ 12,000 won

- Laundry: 1,000 won for using washing machine, 1,000won for using dryer

- Sauna: 2,000won

- International phone cards: 10,000 won

- Donation Money as an expression of gratitude (Cheon Jung Gung, Sunday Services, Pilgrimage such as Yeosu and Busan holy ground etc.)

**E. Account number for remittance of petty cash:**

If trainees urgently need money during the workshop, someone at home can send money to the following bank account:

<b>Name of Bank</b>	Woori Bank 240158
<b>Swift code</b>	HVBKKRSE
<b>Bank Address</b>	60 Doryem dong Jongro-gu Seoul 110-051 Tel: +82-2-735-6905
<b>Beneficiary</b>	Kim Dong Yeong
<b>Account Number</b>	1002-854-280517

Please inform Cheongpyeong that you have made the remittance by having a fax or e-mail sent with the amount sent, contact information, and who should receive it.