

December 2016

Associated Sisters in Asia (A.S.I.A) Women's Conference Terms of Reference

In 2017, the A.S.I.A Women's Conference (the "Conference") will celebrate its 10th anniversary. Over the last ten years, the conference has grown significantly. In order to align the focus of the Conference with the goals and objectives of the Asia Area Presidency of The Church of Jesus Christ of Latter-day Saints (the "Church"), which continually has supported the Conference, it is necessary to define some aspects of the Conference's purpose and nature to ensure its' continued success.

Purpose of the Conference: Though not a Church-sponsored event, the Conference is an annual event which provides an opportunity for uplifting, spiritually strengthening, and supporting LDS women and their friends living in the Asia Area of the Church who are displaced from their home countries, may be isolated by language and culture in their current country of residence, and/or geographically isolated from family, friends or English-speaking Church units.

Activities of the Conference include gathering to hear and share uplifting messages, attend inspiring and educational presentations, participate in service projects, attend the Hong Kong Temple, join voices in song, gather with women of faith, develop friendships and enjoy the fellowship of "Associated Sisters in Asia."

Organizing Committee: The Conference is organized by volunteer women from across the Asia Area. Participation on the committee is not part of any Church calling. The executive committee is made up of a Chairman and 2-3 Co-chairs as needed and each of these executive positions oversee chairs of specific areas of responsibility. See the [committee org chart](#) for details. It is recommended that the committee consist of women from a variety of cities and countries throughout the Area to more accurately assess and meet the needs of women across the vast geographical boundaries of the Conference.

1. **Geographic boundaries:** The Conference is designed by and for English-speaking women 18 years of age and over, who reside in the Asia Area of the Church.
 - a. The Asia Area currently includes the following countries or territories:, Bangladesh, BhutanBrunei, Cambodia, China,, Hong Kong, India, Indonesia, , Laos, Macau, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Pakistan, Singapore, Sri Lanka, Taiwan, Thailand, Timor-Leste, and Vietnam
 - b. If the Asia Area of the Church changes to include or exclude any of the above mentioned countries, Conference boundaries will adjust accordingly.
 - c. Members of the planning committee and breakout presenters are recruited from countries within the Asia Area.
 - d. Advertising for the Conference to those in the Asia Area will occur by email, word of mouth, and online through the conference website <http://www.asiawomensconference.org>) and a private Facebook group.

- e. Women from outside the Asia Area may attend the conference, but are not to participate on the organizing committee or, as a general rule, as breakout presenters.
 - f. The Conference general sessions, classes and activities are presented in English.
2. **Keynote speakers:** Keynote speakers are individuals who address all Conference attendees in general sessions. Keynote speakers are chosen by the executive committee of the Conference.
- a. In harmony with the Church Handbook of Instructions, keynote speakers who come from outside the Asia Area will be approved by the Asia Area Presidency and will need to provide a recommendation from their bishop or branch president.
 - b. Keynote speakers may be requested to provide additional background material, including past speaking assignments (e.g. speaking at a Church-owned university).
 - c. Keynote speakers are not paid for participating in the conference. However, if needed, a small amount of Conference funds can be allocated to help with transportation cost to the conference for keynote speakers.
3. **Breakout presenters:** Breakout presenters are individuals who address smaller, class-sized groups during breakout sessions. Breakout presenters are selected by the organizing committee and should currently reside in the Asia Area. If presenters from outside the area are invited to participate, they should be approved by the Asia Area Presidency.
- a. Breakout Presenters travel to and attend the conference at their own expense, and are not paid for participating in the conference.
 - b. In harmony with the Church Handbook of Instructions, breakout presenters will provide the planning committee with an endorsement letter from their bishop or branch president. (Form will be available on the Conference Committee website)
 - c. Breakout Presenters topics are approved by the organizing committee and should be consistent with gospel doctrine and handbook guidelines. Special attention to avoid 'self-help' type presentations that would not be consistent with church programs or practices is advised. See Handbook (21.3.9)
 - d. Breakout Presenters will provide to the planning committee a one-page overview of their talk at least two weeks before the conference, and will adjust their message as determined by the planning committee. If requested, the planning committee will provide this information to the Asia Area Presidency.
4. **Replicating the Conference:** As the Conference meets a very specific need for a specific group of women in the Asia Area, the Area Presidency has directed that this type of conference not be replicated in individual countries in the Area unless the local leaders determine to do so and then so direct those efforts.