

## Frequently Asked Questions – Virtual Retreats

### What is a virtual retreat?

Technology has made it easier for us to “retreat” from our own home, while at the same time, connecting with other retreat participants from around the world. Rather than traveling to an in-person location, virtual retreats are held using telephone conferencing technology. Web access is not needed during the call.

### What are the benefits of attending a virtual retreat over an in person retreat?

Virtual retreats are an ideal choice for busy professionals and parents. Participate in a retreat without having to leave your home. You also have the option of participating from another location, for example, your cottage.

Some of the immediate benefits of attending a virtual retreat include:

- No travel costs
- Limited time away from everyday responsibilities
- Ability to apply your learning “real time” – as soon as you hang up the phone
- Connecting with other individuals from a wide geographic area

Each virtual retreat or intensive program has it’s own objectives so please visit the relevant program page for more information. Potentials Realized offers the following virtual retreats:

1. Your Balanced Life™ Virtual Retreat – Work-Life Balance Issues
2. Get Organized Virtual Intensive – Organization Issues
3. Biz Success Virtual Retreat – Small Business Planning Retreat
4. Group Program Virtual Intensive – for coaches and trainers

### What do I need to participate in a virtual retreat?

Access to a long-distance telephone line, and a quiet space to retreat from. Your retreat space may be your home, office, or cottage. It is strongly recommended that you use a land based line rather than a cell phone or Skype, as these connections often create excessive feedback on the conference bridgeline. Participants are responsible for their long-distance charges. The teleconference bridgeline is based in the US.

Participants for the Creativity Virtual Retreat should have one or more group program ideas in mind to work on during the course of the day.

### How do I connect to the retreat?:

At the specified times we will be connecting by phone via a teleconferencing bridgeline. These times will be listed in your virtual retreat manual. If you have any questions about using the teleconferencing system, please let us know and we can walk you through the process prior to the call.

### What is the structure of a virtual retreat?

The structure of each virtual retreat will vary, however, most programs meet as a group by phone for 15 – 20 minutes of each hour. The remaining time is spent with each individual undertaking structured individual exercises at their own retreat location.

Exercises and information are sent out in your Virtual Retreat Manual, which is sent by email in a PDF file. The Virtual Retreat Manual is sent to you electronically the day before the retreat.

**When do I call in?**

Your virtual retreat manual will provide detailed instructions on when to call the telephone bridgeline.

**How do I register?**

To register please contact Jennifer Britton toll free at 1-866-217-1960 or by email at [info@potentialsrealized.com](mailto:info@potentialsrealized.com). Payment is accepted by Visa or personal cheque. Some programs also have a PayPal registration option.

**What kind of follow up can I expect?**

Most virtual retreat groups will meet for a one-hour call, four to six weeks after the retreat. The content of this call is participant driven and is an opportunity to keep the “learning alive”. We usually discuss challenges and opportunities experienced since the retreat, and there is ample time to bring any questions you have with you.

Several retreat programs also include a thirty minute individual coaching session with Jennifer Britton. These are held by phone at a time scheduled by the participant.

**Who leads the Virtual Retreats?**

Jennifer is a Certified Professional Co-Active Coach (CPC) and has been coaching full time since 2004 when she founded Potentials Realized. Jennifer is a recognized expert in the area of group program development and has presented on related topics at the Canadian Society for Training and Development, and the ICF Retreat SIG.

She coaches individuals, teams and groups across North America, and as far away as Europe and New Zealand on balance, teamwork and leadership issues. Jennifer has been leading retreat programs since 1988, and has facilitated group experiences in 14 countries around the world. To hear Jennifer speak about virtual retreats, please visit <http://blogher.org/node/7879>. You can read her bio at [www.potentialsrealized.com](http://www.potentialsrealized.com) or [www.groupcoachingessentials.com](http://www.groupcoachingessentials.com).