Staff & Volunteer Handbook

This section contains information relevant to all Serving Team Members.

- Safeguarding Policies
  - Safer Churches Policy & Guideline
  - Code of Conduct
  - Incident Reporting
  - Safe Ministry Resources
- Your Guide to Serving
- Reimbursement Requests
- General Policies
  - Alcohol Policy
- Serving Team Onboarding Process
- Discipleship Resources
  - Sharing a devotional
- Brand Guidelines

Safeguarding Policies

Safeguarding Policies

Safer Churches Policy & Guideline

We subscribe to the ACC Safer Churches Policy & Guideline.

These documents inform how we interact with children and young people, as well as other vulnerable persons.

ACC Child Protection Policy

ACC Safer Churches Guidelines

Code of Conduct

All workers (paid or volunteer) are expected to abide by the Code of Conduct that they agreed to prior to commencement in their role.

There are three levels within the Code of Conduct;

- Non-Spiritual Guidance Code of Conduct
  - Applies to volunteers who are in roles where no Spiritual guidance is provided
- Spiritual Guidance Code of Conduct
  - For all volunteers and workers who provide Spiritual guidance as a part of their role
- ACC Ministerial Code of Conduct
  - For all ACC credential holders

If you are unsure which Code of Conduct applies to you, please contact your Leader for clarification.

ACC Safer Churches Non-Spiritual Guidance Volunteer Church Workers Code of Conduct.pdf

ACC Safer Churches Volunteer Church Workers Code of Conduct.pdf

Safeguarding Policies

Incident Reporting

For the protection of those we serve, our volunteers and our church, it is important that all incidents are correctly recorded and reported via the Incident Report Form. The form should be used **any time** first aid is rendered.

If you are unsure if an Incident Report is required, it is best to fill one out anyway.

Incident Report Form

Safe Ministry Resources

SC021 Types and Indicators of child abuse from SC Manual.pdf

Your Guide to Serving

Thank you for your heart and commitment to serving God and His Church.

Serving in a team is a key expression of our love for God, His Church, and others. God has given each of us unique abilities and giftings that we can use to make a difference through serving.

> “I am your Lord and Teacher. But I washed your feet… So you should serve each other just as I served you.” **John 13:3–15**

Our Heart for You

We value every person in our community. Your personal relationship with God is incredibly important, which is why we actively encourage our Serving Team to:

- Commit to grow as a disciple of Jesus
- Regularly attend a **Connect Group**
- Engage in **Sunday Services** when you are not serving

> “He makes the whole body fit together perfectly… so that the whole body is healthy and growing and full of love.”
> **Ephesians 4:16 (NLT)**

Serving Team Expression (How We Serve)

Serving and being part of a team is an opportunity to outwork our love for God, meet people, make friends, have fun, and grow in our faith. To serve well — and to truly enjoy being part of a team — we embrace the following:

1) We Serve God

Our service is more than fulfilling a role or volunteering — we are serving God, from the overflow of our relationship with Him.

2) We Value Discipleship

Jesus is our goal. We are teachable, open to encouragement and challenge, and we take responsibility when we make mistakes so we can grow. We take every opportunity to encourage others in God.

3) We Communicate Well

We understand the importance of communication, and we communicate early and clearly.

4) We Find Solutions

Problems are inevitable — we look for solutions and move quickly and quietly to resolve them.

5) We Show Up

We value attending and engaging well at services, events, and team meetings. We show up on time, ready to engage.

6) We Speak Faith

Our language speaks faith and our actions are faith-filled. We faithfully encourage people back to faith.

7) We Have Fun

Serving on a team should be enjoyable. We are intentional about ensuring team members and the people we serve have a positive experience.

> “ We believe we are at our best when the whole body works together.

Practical Expectations (What This Looks Like)

Being Scheduled & Reliability

- If you are ask to fulfill a serving spot, we’re counting on you — please treat it as a commitment.
- If you can’t serve, let your leader know **as early as possible** so a replacement can be arranged. (We communicate early and clearly.)

Arriving on Time

Most Sunday roles require arriving **45 minutes before the Sunday service**.

- This allows time to attend the pre-service prayer meeting and then team connection, briefing, setup, and being ready before people arrive.
- Some teams require earlier arrival (e.g. Creative/Worship for soundcheck and run-through)
  - Refer to your team's handbook for specific information.

Serving with Excellence

- Serve with a friendly attitude and a “people-first” mindset.
- Be attentive and proactive — look for needs before they become problems.
- If an issue arises, look for a solution and involve a leader when needed.

Team Culture & Attitude

- Be teachable and open to feedback.
- Take responsibility when mistakes happen — we use them as a chance to grow.
- Speak faith — build people up, avoid negativity, and help set a faith-filled tone.

Respect, Safety, and Integrity

- Treat people with respect and warmth (especially guests and those who feel nervous or unsure).
- Follow any team-specific processes (e.g. food hygiene for hospitality, cash handling procedures, safety guidelines).

When You’re Not Serving

We encourage you to fully engage in the service when you’re not rostered on.

Who to Contact

If you have questions, need support, or can’t make your scheduled serving time, please contact your **Team Leader** as soon as possible.

Reimbursement Requests

At times, volunteers and staff members may make purchases that require reimbursement. In such cases, a Reimbursement Form must be completed by the individual requesting a reimbursement.

If you are making a purchase that you expect to be reimbursed, it is recommended that you speak to the Senior Pastor or Treasurer first for approval, to ensure your reimbursement request will be accepted. In some cases you may be asked to complete a more formal Requisition Request before going ahead with the purchase.

All reimbursement requests require the supply of an invoice / receipt as proof of purchase that is;

- Clearly readable
- Includes the date of purchase
- Includes the name of the supplier
- Includes the ABN of the supplier
- Clearly shows the total and GST incurred.

Reimbursements are usually processed fortnightly on a Tuesday.

Reimbursement Request Form

General Policies

General Policies

Alcohol Policy

Why this matters

This isn't legalism. We're not saying alcohol itself is sinful, or that a Christian who drinks is doing something wrong. Biblically, drunkenness is never okay, but as leaders and those who serve others, there are moments when we make decisions out of our care, love and duty to others. Paul's own conclusion, *"it is better not to… drink wine… if it might cause another believer to stumble"* (Romans 14:21, NLT), isn't a rule handed to him. It's a freedom he gladly lays down for someone he loves.

Why name alcohol in particular? Of all the things we could point to, this is an area where the harm is real, common and well documented: in addiction, in health, and in family violence. *(There's a short summary of the evidence at the end of this document, if you'd like it).*

On any given Sunday, someone here is quietly fighting an addiction, recovering from one, or carrying what someone else's drinking did to their family. We usually won't know who they are. They're simply the believer Paul had in mind.

So we go first. Not because drinking is wrong, but because the people we serve matter more to us than our liberty does.

In short

Where	Our practice
The Reside venue	Alcohol-free, always
Promoting any Reside event	Never feature or advertise alcohol
Leaders & serving teams, at Reside events	Don't drink
Supplying alcohol to anyone	NeverLeaders and volunteers don't provide it
Others, at external Reside events	Their choice. We don't encourage it, and we don't confront it
Small Groups & gatherings in homes	Alcohol-free and alcohol not visible
Non-Reside gatherings(e.g. a church member’s birthday)	Prayerfully consider what’s appropriate

What counts as a Reside event

A Reside event or gathering is anything organised by Reside or one of its ministries (a service, Small Group, team night, camp or social) or promoted through Reside channels: emails, announcements, socials, and anything said from the platform. It doesn't matter whether it happens at our venue, in a home or somewhere external. If Reside organised it or invited people to it, this policy applies.

Our venue is alcohol-free

The Reside venue is an alcohol-free venue. Alcohol is not served, supplied or consumed on site at any service, event or gathering.

We never advertise alcohol

Alcohol is never used to promote a Reside event or draw people to it:

- Not in an event's name or theme (e.g. no "Beer & BBQ night").
- Not as a drawcard (e.g. no "free cocktails on arrival").

This applies across all our communications: flyers, socials, emails, and anything said from the platform.

Leaders and teams don't drink at Reside events

If you lead, assist, or serve on a team, don't drink alcohol at Reside events or gatherings, including events held at external venues. While we're gathered as Reside, you're a leader in the room, and people take their cue from you.

We don't supply alcohol

Leaders, assistants and volunteers don't supply alcohol to anyone, at any age, in any Reside context. Don't buy the round, bring the bottle, stock the fridge, or hand someone a drink.

You never know whose fight you'd be adding to. (Supplying alcohol to someone under 18 can also be a criminal offence, but our standard is simpler than the law: we don't supply).

Where others choose to drink

At Reside events held at external venues, some people in our church may choose to drink. That's their choice**.** We don't provide it, we don't encourage it, and we don't confront people about it. We simply hold our own standard and extend grace.

Hosting in homes

Small Groups and similar gatherings often meet in leaders' homes. When you host, keep alcohol out of sight by putting it away before people arrive. It's a small thing that makes the space safe for whoever walks in.

When it's not a Reside event

Not everything church people do together is a Reside event. If someone from church invites you to their birthday party, that's their gathering, not ours, and this policy doesn't follow you there. We'd encourage you to prayerfully consider what's appropriate, the same care for others that shapes this policy is worth carrying everywhere.

Personal conduct

Expected behaviour around alcohol at a personal level is covered by the Code of Conduct. If you're ever unsure how this applies to you or your team, talk with your overseeing pastor.

The evidence behind this

If you'd like the detail behind this policy:

- **It's addictive, and there's no safe amount.** Australia's national guidelines hold that there is no completely safe level of alcohol use. Alcohol accounts for around 4.5% of Australia's total burden of disease and injury, and is the leading risk factor for people aged 15–44. *(NHMRC 2020; AIHW)*
- **It makes family violence worse.** Alcohol-related family violence incidents are roughly twice as likely to involve severe or life-threatening injury. To be clear: alcohol is not a cause of, or an excuse for, violence, but it is a recognised factor that escalates it. *(AIC; AIHW; ANROWS)*
- **It affects men most.** Alcohol is the leading risk factor for males aged 15–44 (10% of their disease burden, against 4.2% for females). Alcohol use disorders rank among the top five causes of disease

burden for men aged 15–24, where they don't appear for women at any age. *(AIHW)*

Sources

- NHMRC, *Australian Guidelines to Reduce Health Risks from Drinking Alcohol* (2020). health.gov.au/news/australian-alcohol-guidelines-revised
- AIHW, *Burden of disease and injuries related to alcohol and other drugs*. aihw.gov.au/reports/alcohol/alcohol-drugs-disease-injuries
- AIHW, *The health of men in Australia*. aihw.gov.au/reports/mens-health/health-of-men
- AIHW, *Factors associated with family, domestic and sexual violence*. aihw.gov.au/family-domestic-and-sexual-violence/understanding-fdsv/factors-associated-with-fdsv
- Australian Institute of Criminology, *Alcohol/drug-involved family violence in Australia (ADIVA)*. aic.gov.au/publications
- ANROWS, *Links between alcohol consumption and domestic and sexual violence against women*. anrows.org.au

Serving Team Onboarding Process

Who does what

The church office handles the paperwork: the questionnaire, references, Working With Children Check, Code of Conduct, Safe Ministry training, approval and record keeping. Most of it is automated.

The team leader handles the relationship: the welcome, the come and see, the role induction, the first serve and the check in afterwards.

The volunteer says yes, completes what the office sends them, and turns up.

Come and see first

Nobody has to commit to anything to explore. Have a coffee with a team leader, watch a team in action, or try it alongside someone experienced.

No forms are required just to come and see in an observer capacity.

How it starts

There are two ways in, and either one begins the process:

- **You put your hand up.** Complete the Serving Team Interest Form at reside.church/get-involved.
- **A leader recommends you.** A team leader completes a Serving Team Recommendation Form.

The steps

	You (joining a team)	Team leader	Church office
1. Get started	Complete the Serving Team Interest Form	Or complete a Serving Team Recommendation Form	Create the record, assign a named contact
2. Get to know each other	Have a welcome chat, complete the serving questionnaire and add two references	Have the welcome chat	Send the questionnaire, follow up the references
3. Safe church basics	Apply for or link your WWCC, sign the Code of Conduct, complete Safe Ministry training	—	Send every link, book the training, verify each step
4. Approval	—	—	Submit for approval and confirm the outcome
5. Cleared to serve	Get ready to start	The office tells you they are cleared	Notify the team leader
6. Meet the team and start	Learn the role, meet everyone, start serving	Run the role induction, introduce them, buddy their first few serves, check in after	—

Caring for people

Caring for people is central to what we do. That includes making sure everyone who volunteers is onboarded, trained and verified, in line with our Safe Ministry guidelines.

Nobody serves until they have been cleared. This applies to every role, not only those working with children and young people.

Checklists

For the volunteer

- ? Serving Team Interest Form completed (or a leader has recommended you)
- ? Welcome chat with your team leader
- ? Serving questionnaire completed and two references added
- ? WWCC applied for or linked (it is free for volunteers)
- ? Code of Conduct read and signed
- ? Safe Ministry training completed
- ? Cleared to serve, met the team, and started

For the team leader

- ? Welcome chat had, team chosen, office notified
- ? Updated by the office when cleared
- ? Role induction done and introduced to the team
- ? First few serves buddied, checked in afterwards

For the church office

- ? Record created, named contact assigned
- ? Questionnaire completed, references followed up
- ? WWCC applied or linked, and verified
- ? Code of Conduct signed (correct tier for the role)
- ? Safe Ministry training completed
- ? Approval granted
- ? Team leader notified that they are cleared to serve

Ready to serve = every office box ticked and the leader told.

Questions

If anything is unclear, or you are not sure where you are up to, get in touch with the church office. We are happy to help.

Discipleship Resources

Discipleship Resources

Sharing a devotional

A short guide for anyone asked to share one.

What it is

A devotional is a short reflection built around a passage of Scripture. Five to ten minutes. One passage, one idea, and what it might mean for us this week.

What it isn't

It isn't a sermon. You are not expected to explain the passage verse by verse, cover three points, or resolve anything difficult. A sermon teaches a text to a gathered church. A devotional invites a group to sit with one idea for a few minutes.

Doing less is not a lesser version of the job. It is the job.

The shape

1. **Read the passage aloud.** Twice if it is short. Let people actually hear it.
2. **Say what struck you.** First person is fine, and usually better. "What I noticed was…"
3. **Land on one thing** it might mean for us this week.
4. **Pray**, or invite someone else to.

That is the whole structure. If you have those four, you have a devotional.

Preparing it

Pick the passage first, not the illustration. If you start with a great story and go looking for a verse to attach to it, everyone can tell.

Ask yourself: what is the one thing? If you cannot say it in a sentence, you are not ready to share it yet. Keep sitting with the passage until the sentence arrives.

Write your last line first. Knowing where you are landing makes the rest much easier, and it stops you trailing off.

Say it out loud and time it. Everything runs longer aloud than it reads on the page.

Common traps

- **Three ideas instead of one.** The most common way a devotional goes wrong. Pick the best one and let the others go.
- **Opening with an apology.** "I'm not really a speaker, sorry, I only got this on Tuesday." It is kindly meant, but it asks the room to look after you. Just start.
- **Making it about the story.** A good illustration serves the passage. If people remember the story and not the verse, it was too good.
- **Finishing without landing.** Say the one thing plainly before you pray. Do not assume people inferred it.

One last thing

You were asked because of who you are and what you have walked through, not because anyone thinks you are a Bible scholar. Something God has been teaching you lately, said honestly in five minutes, will do more good in the room than something polished that you borrowed.

If you get stuck, ask. That is not a failure, it is how this works.

Brand Guidelines

Reside Church — Brand Guidelines

> "A church to belong in."

Reside Church is a Pentecostal church in Geelong, Victoria, associated with Australian Christian Churches, gathering Sundays at 175 Moolap Station Road, Moolap VIC 3224. Its mission: *"We are a Spirit-filled church, devoted to loving God and sharing the Good News of Jesus."*

The brand is warm, modern and grounded — not corporate, not flashy, not over-styled. The visual language is built on strong type, deep navy surfaces, and full-bleed photography of the congregation. The wordmark is a lowercase "r." set inside a teardrop / map-pin, a literal sign of *Reside*: to dwell, to belong in a place.

Contents

1. Logo
2. Colour
3. Typography
4. Photography
5. Voice & copy
6. UI patterns
7. Motion
8. Iconography
9. Asset index

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1. Logo

The logomark and full lockup are the most visible expressions of the brand. Treat them as fixed assets: use the supplied files, scale them uniformly, give them room, never modify the design.

Approved variants

File	Use
`reside-mark-black.png` / `reside-mark-white.png`	Logomark only (the pin) — small uses, favicons, avatars
`reside-full-black.png` / `reside-full-white.png`	Horizontal lockup with wordmark — default
`reside-full-black-solid.png` / `reside-full-white-solid.png`	Lockup on a solid contrast tile — thumbnails, social tiles
`reside-kids.png`	Approved sub-brand lockup

Safe area

Keep clear space around the logo equal to the height of the "r." pin on all four sides. Nothing enters that zone - text, other logos, image content, page edges, photo subjects, decorative shapes. For the standalone logomark, clear space equals the height of the dot under the *r*.

Contrast

- On light surfaces (white, `--light`, light photos): use the **black** variant.
- On dark surfaces (`--primary`, `--secondary`, dark photos): use the **white** variant.
- On photography: add a navy scrim (30–60% `rgba(8,16,31,…)`) beneath the logo if the photo is busy or mid-tone.
- Never sit the logo on `--accent` (`#4F5584`) — contrast is too soft. Same for any other mid-tone fill.

Don't

- Don't stretch, squash, skew or rotate. Always scale uniformly. If it doesn't fit, use the logomark or change the layout.
- Don't recolour. Only the supplied black and white variants are approved.
- Don't outline, or add gradients, drop shadows, glows or other effects.
- Don't swap the wordmark font or re-typeset "reside church".
- Don't separate the pin from the wordmark to make new arrangements.
- Don't add anything inside the pin — no swapped letterforms, no icons, no clipped photos.
- Don't use the squashed lockup at small sizes; use the logomark.

Sub-brands

Ministry sub-brands (currently **reside kids**) ship as finished lockup artwork, not type-set in code. The kids lockup pairs the lowercase Outfit "reside" wordmark with a hand-lettered ministry name; those letterforms are part of the asset.

- Use the supplied PNG. Don't recreate the ministry word in CSS or substitute a hand-lettered font.
- Always lowercase "reside", always paired with the logomark to its left.
- New sub-brands (youth, worship) must be commissioned as artwork — flag and ask, don't fake it.

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2. Colour

Deep navy is the brand neutral and white carries the contrast. The system has **no saturated brand accent** in its core palette — energy comes from photography, not pigment.

Core

Token	Hex	Role
`--primary`	`#0F172A`	Deep slate navy — default page surface, dark cards
`--secondary`	`#202742`	A step up — elevated dark surfaces, footer bands
`--accent`	`#4F5584`	Muted indigo — strokes, subtle fills, small UI surfaces
`--light`	`#F4F7FB`	Icy off-white — alternate section background
`--white`	`#FFFFFF`	Body text and logos on navy

`--primary` is nearly black with the faintest blue cast — never pure black, never grey. `--accent` is never a full-bleed brand colour.

Navy ramp

A tonal ramp interpolated from primary ? accent, for text hierarchy and hairlines on dark: `--navy-950` `#08101F`, `--navy-900` `#0F172A`, `--navy-800` `#161E36`, `--navy-700` `#1B2440`, `--navy-600` `#202742`, `--navy-500` `#2A3358`, `--navy-

400 #4F5584, --navy-300 #7E84A8, --navy-200 #B5B9CE, --navy-100 #DEE0EC, --navy-50 #F4F7FB.

Colour Splash palettes

High-saturation pairs for campaign and event surfaces only — series art, posters, Sunday tiles, event heroes. Splash colour never replaces navy as the base brand surface.

Palette	Background	Foreground
Red	#EB4E4F	#FFFFFF
Mint	#00E5A9	#201E1C
Purple	#4500A2	#FF6E6E
Blue / Yellow	#304AFB	#FED72C

Rules: each palette is one background and one foreground, **locked together** — never pull a background from one palette and a foreground from another. One palette owns a given piece; use navy, white and the neutral ramp for everything around it.

Surface modes

Three modes do nearly all the work: full-bleed photo with dark overlay, deep-navy section, light off-white section. Maximum of two background colours in any one piece.

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3. Typography

Outfit is the only typeface — a modern geometric sans, used across weights 100–900 with 400?800 doing the everyday work. It ships with this system as local @font-face files (variable plus static cuts).

Role	Weight	Size	Tracking / leading
Display XL	800 ExtraBold	--fs-display-xl (56 ? 104px)	?0.02em, line-height ~1.0
Display	800 ExtraBold	--fs-display (44 ? 72px)	?0.02em, line-height ~1.02
H1	700 Bold	--fs-h1 (32 ? 48px)	?0.01em, line-height 1.15
H2	700 Bold	--fs-h2 (24 ? 36px)	?0.01em, line-height 1.15
Body	400 Regular	16–18px	line-height 1.4–1.6
Eyebrow	700 Bold	12px	0.08em, uppercase
Buttons	600 Semibold	14–16px	sentence case

Headlines are always sentence case. Eyebrows are the only place ALL CAPS is used.

Layout & spacing

- 4px base spacing scale (--space-1 … --space-32).
- Generous vertical rhythm: desktop section padding ~80–128px. The page breathes.
- Container max-width ~1200px, --gutter of clamp(1rem, 4vw, 2rem).
- Hero sits flush to the top of the viewport; content below has comfortable top padding.

Corners, strokes, shadows

- --radius-md (12px) is the default for cards, image containers and cornered buttons. --radius-pill (999px) for **all CTAs**. No sharp corners anywhere.

- Hairline borders: `rgba(255,255,255,0.18)` on dark, `rgba(15,23,42,0.12)` on light. No coloured borders — strokes derive from fg/bg, never a hue.
- Shadows are navy-tinted `rgba(8,16,31,…)` and subtle: `--shadow-sm` resting cards, `--shadow-md` floating elements, `--shadow-lg` menus. On dark surfaces, elevation is the 1px inset white `--shadow-glow`, not a drop shadow.
- No frosted glass or backdrop blur. Cards are solid.

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4. Photography

- **Always full-bleed as a hero.** No floating images; photos run edge to edge.
- **Cool, slightly desaturated, warm skin tones preserved.** The grade reads cool overall; the people in it stay warm and human.
- **Dark overlay** at ~30–55% black over photos carrying type, so white headlines stay readable while the image stays present. Hero gradient: `rgba(8,16,31,0.55)` ? `rgba(8,16,31,0.25)`.
- **Content is people.** Worship moments, hands raised, congregation singing, kids, smiling pairs. No empty buildings, no stage-tech showcases, no stock crosses.
- **Production is part of the brand.** Screens, mics, guitars and lighting rigs are welcome. Reside is a contemporary-worship church and doesn't hide it.

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5. Voice & copy

The voice is warm, plain-spoken, inviting, uplifting and visionary, never preachy, never marketing-slick. Every line reads like a real person inviting another real person into a real room. The energy is joyful, not solemn.

Principles

- **No FOMO, ever.** Never *"you don't want to miss it"*, *"last chance"*, or anything that creates pressure or scarcity.
- **Encourage people to be in the room.** For baptisms, big Sundays and vision casts: invite, don't warn. *"Come be with us"*, not *"don't miss out."*
- **Uplifting by default.** When something feels stale, the move is more inspiration, not sarcasm, not wit, not winking humour.
- **Joyful, not always serious.** Warmth comes through openness and enthusiasm, not jokes.
- **No sarcasm or in-jokes.** Even gentle wit reads as a wall to newcomers.

Tone

- **Hospitable and first-person plural.** "We" / "us" — the church is a *we*, and the reader is invited into it.
- **Direct address ("you") is reserved for invitations and instructions** — "Plan a Visit", "Find out more", "Get Directions ?".
- **Plain English.** No jargon, no church-insider shorthand on public surfaces. Theological terms are explained in context.
- **Confident belief, softened by hospitality.**
- **No exclamation points** in body copy. Energy comes from photography and headline weight.

Casing

- **Sentence case** for body copy and most headings — "Who we are".
- **Title case** for navigation and CTAs — "About", "Ministries", "Plan a Visit", "Find out more".
- **ALL CAPS** only for eyebrow labels — `WELCOME TO RESIDE`, `SUNDAY SERVICE`, `NEW TO RESIDE`, `EVERY GENERATION`.
- **lowercase** in the logo wordmark and ministry sub-brands, which softens the brand.

Vocabulary

Use: *church to belong in* (the defining tagline), *belong / belonging / place to belong*, *gather*, *join us*, *host you*, *Spirit-filled* (sparingly), *Plan a visit*, *What to expect*, *Sunday service*, *Ministries*.

Avoid: *salvation funnel*, *seeker*, *crusade*, *unchurched*, *believer journey*, *do life with*. None appear in any source material.

Rhythm

Sentences are short — 8–15 words is typical. Commas slow the cadence on welcome copy. Arrows appear as `?`. No emoji on the public site.

Worked examples

- Eyebrow ? headline: `WELCOME TO RESIDE` / **A Church to Belong in.**
- Section: **Who we are** — "We are a Church based in Geelong, VIC, associated with Australian Christian Churches. We have been a part of the Geelong community since 1984."
- Card: `NEW TO RESIDE` / **Plan a Visit** / "Parking, arrival, kids check-in and who to look for when you arrive." / **Find out more**
- Service: `SUNDAY SERVICE` / **Sunday 10:30am** / "Join us each week for worship, scripture, prayer & community."

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6. UI patterns

- **Buttons.** Filled pill is the primary CTA; outlined pill is the secondary. Filled buttons darken 6–8% on hover and scale to 0.98 on press. Outlined buttons fill with their text colour on hover (white outline ? white fill, navy text).
- **Cards.** Eyebrow ? title ? body ? CTA, in solid or outlined variants on light and dark. On hover they rise 2px and pick up a slightly stronger shadow.
- **Pill tags.** Outlined pills used for in-section navigation; one active state per set.
- **Event cards.** A horizontal row: outlined date tile (month / day / weekday), title, one-line description, RSVP pill.
- **Hero.** Full-bleed photo, eyebrow, display headline, two CTAs, with a service-time card floating at the bottom-right overlapping the photo edge — a signature pattern.
- **Nav.** Sticky top bar: logo left, primary links, "Plan a Visit" filled pill, hamburger on mobile. No fixed footers, floating CTAs or banners.
- **Section rhythm.** Photo hero ? dark "Who we are" panel ? light service info ? dark ministries grid ? dark footer band.
- **Links** drop to 70% opacity on hover and never change hue.

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7. Motion

- **Easing:** `cubic-bezier(0.16, 1, 0.3, 1)` — an ease-out-expo feel — for entrances and reveals.
- **Duration:** 140ms state changes, 220ms hovers and small transitions, 420ms entrances.
- **Idiom:** fades with a slight upward translate of 8–16px.
- **Never:** bouncy springs, rotations, parallax. Animation should feel like the room settling, not the room performing.

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8. Iconography

Reside uses very few icons, and that restraint is part of the system. The pin/teardrop logomark is the single most-used graphic element.

The live chrome uses only a hamburger for mobile nav, a right-arrow glyph in CTAs (`?`, U+2192), and chevrons on small inline CTAs.

- No unicode-as-icon decoration (no ? ? ?).
- No religious iconography, no crosses, doves or fish. The brand reads as a contemporary community space, not a denominational signal.
- Emoji are fine in moderation in social captions; default to none on the public site. Never as decoration or hype.

Recommended library: Lucide at stroke width 1.75–2 — it matches Outfit's geometric, slightly rounded character. Reach for `arrow-right`, `arrow-up-right`, `map-pin` (only where geographically meaningful), `menu`, `x`, `play`, `calendar`, `clock`, `chevron-down`, `chevron-right`, `instagram`, `facebook`, `youtube`, `mail`. Avoid filled variants, duotone sets and anything illustrative.