

Creating a Gathering

Gatherings are multi-day residential events; the heart of the Radical Faeries community. They're more complex than simple events and come with a full suite of planning tools.

Before you start

- Have the basic details ready: name, type, dates, and expected capacity
- Optionally, set up a venue first (see Managing Venues and Organisers)

Steps

1. Navigate to **Admin > Gatherings**
2. Click **+ New Gathering** in the top-right corner
3. Fill in the gathering details:
 - **Name:** the gathering title (e.g. "The Rekindling (Beltane 2026)")
 - **Type:** select the gathering type:
 - **SEASONAL** for gatherings tied to the wheel of the year
 - **REGIONAL** for location-based gatherings
 - **HEART_CIRCLE** for heart circle events
 - **WORKSHOP** for workshop-focused events
 - **Start date** and **End date:** the full duration
 - **Visibility:** PUBLIC or PRIVATE
 - **Optimal capacity** and **Max capacity:** expected and maximum participant numbers
 - **Venue:** select a venue (optional; can be added later)
 - **Description:** a description of the gathering (supports markdown)
4. Click **Save**

The gathering is created in **Draft** status. You can start setting up forms, kanban boards, checklists, and wiki pages before publishing it.

What happens next

Once saved, you'll land on the gathering's **Overview** tab. From here you can:

- Set up registration forms
- Create planning boards
- Add wiki pages
- Manage the organiser team
- Change the gathering's status when you're ready to go live

Tips

- Start in Draft status and work through the planning tools before publishing
 - The optimal/max capacity split is useful for gatherings that can stretch a bit; the overview dashboard shows both numbers
 - You can link a gathering to a public event listing using the **Manage Event Listing** quick action
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