

# WHAT IS YOUR RESPONSIBILITY

## 1 INVITE KIDS:

Using the promotional tools provided invite kids to attend club. Canvas the neighborhood and post online (Facebook, neighborhood groups, etc.). Please prayerfully and faithfully work to recruit children to attend your club.

## 2 SET UP:

This includes chairs/blankets for kids to sit on, a table to place teaching materials and a hose for water games. Club can be held anywhere you choose, but having a place aside from the teaching area for games is helpful. An inside option due to intense heat or rain is appreciated.

## 3 RECORD ATTENDANCE:

Prior to your club start date you should receive an attendance sheet. Use this for registration. Contact info can be recorded for emergency and your personal follow up. Email a copy to the CEF office or give to your club leader.

## 4 PROVIDE SNACKS:

Serving snacks is your main role responsibility. Snack time typically comes at the end of club. Snacks can be simple like cookies, fruit snacks, juice, chips, etc. Having a cooler of water available during game time is a bonus, especially during the hot summer months.

## 5 EVALUATE EXPERIENCE:

Following your ministry week communicate your club numbers to the CEF office. Complete the host evaluation form found in your host packet or scan the QR code to complete electronically.

# WHAT TO EXPECT:

## BEFORE YOUR CLUB

Prepare prayerfully.

- Background check
- Receive host packet
- Invite children to your club
- Prepare snacks and club area
- Pray faithfully
- CEF delivers yard signs
- Receive call from club lead

## DURING YOUR CLUB

Engage intentionally.

- Greet kids and parents as they arrive
- Take club Attendance
- Interact with parents who attend with kids
- Serve snacks
- Pray for the teens teaching and children attending

## AFTER YOUR CLUB

Evaluate carefully.

- Send in club numbers to CEF
- Follow up with families who attended
- Complete club evaluation
- RSVP for the Summer Celebration BBQ
- Praise God for all He did.

## ADDITIONAL NOTE:

The students leading your clubs range in age from 12-19 and have been trained at Christian Youth in Action. This is an intense training, but some students still may be inexperienced. If you have concerns about something that was taught or how a situation was handled, please contact our office right away. In most cases the students far exceed the expectations of the host!



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