



Christian Family
Movement



MAKE FRIENDS | MAKE DISCIPLES | MAKE A DIFFERENCE!

Topic - Group Event Coordination

DELEGATE



When planning your group's events, remember to **DELEGATE!** Your group will grow stronger as your members invest themselves in group events. Call upon previous event coordinators when possible. If each family plans one social event or service project, your group will probably be more active than last year, and you won't be burnt out. Of course, some people will drop the ball - but new leaders are being formed with every success.

Give it a try!

SIGN UP SHEET

NAME

EMAIL

1.

2.

Have a sign up sheet and list of social and service event ideas available at your kick-off or first meeting. Ask each family to sign up to coordinate a social event or service project.

Consider appointing an outreach/social chair to encourage follow through and to lend support to inexperienced members.

CHECKLIST FOR PLANNERS



- Discuss the event with your group for ideas and assistance.
- Choose a date!
- Plan what you will need. Ask group members for assistance.
- Reserve the venue you will be using i.e. parish hall, skating rink, picnic pavilion, etc. well ahead of time, some have lead times of 6 months or more.
- Advertise in the parish bulletin if appropriate.
- Send email reminders or make phone calls to group members to make your event a success.
- Take pictures.
- Afterward, write up for ACT newsletter.
- Consider writing a "how-to" with pertinent information for next year's event planner.

Click on our leader resources below!



Promotional
Materials



Online
Membership Form



Leader
Handbook



ACT
Newsletter



Christian Family Movement-USA



@cfmstagram



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