Operations

Goals & Objectives

     Goals:

          Engage kids in activities within a timely manor and provide them with a way to have a continued experience after our event.

    Objectives:

1. Allowing sponsors to help facilitate the activities and provide resources to the kids.
2. To be prepared with: sponsorship, venue, scheduling, activities, on site needs, items off site that need to be brought.
3. Provide each member of our team with clear and concise job descriptions.
4. Be a support as a liaison  between the other team members.

    Jobs

* Sponsorships
* Maps of venue
* List of available space within venue
* List of on site items to be used
* List of off site items to be needed
* Activities

          Dominic: Organizing activities, the location, timing and list equipment needed for each activity.  Help acquire the job discriptions for the

                        Wednesday group.

          Kelsy:     Acquire the job discriptions for the Thursday groups.

          Thretton:  Acquire the job descriptions for the Wednesday groups.

          Shane:    Group leader and facilitator, collect and organize materials to be written up and help with Thursday job descriptions.

    Timeline

* November 2nd: Activities decided on.  Days and times of the event scheduled. Venue info (maps, items available, space available)
* November 5th-9th: Sponsorships secured job descriptions collected from event leaders.
* November 9th: secure off site resources needed, work on job descriptions.

November 16th: All off site resources gathered and ready for event