

CCC Kids Summer Team Orientation Preparation Checklist

- Prepare PowerPoint
- Prepare and print Summer Team Information Book
- Print Blueprint (CCC plan for children and students)
- Print applications
- Plan décor
- Set up tables & chairs
- Plan refreshments & candy
- Prepare music
- Prepare video highlights if desired
- Place praise frames out on tables
- Set reminder to send thank you letter to Summer Team in late August
- Create Google Doc spreadsheet with volunteer info and availability