

# **HUDDLE/GATHER TIME CHECKLIST**

## **FOUR DAYS OUT - PLANNING**

- ☐ Curriculum/Program things to know
- ☐ Upcoming events/programs to know about
- ☐ Spiritual/Devotional thought
- ☐ Teaching/Training Component

## **PRE-HUDDLE PREPARATION**

- ☐ Gather snacks/supplies/resources for huddle
- ☐ Tidy huddle space
- ☐ Arrive early to welcome and greet volunteers

## **HUDDLE**

- ☐ Welcome/Eat/Social
- ☐ Curriculum/Program things to know
- ☐ Announcements - upcoming events and programs
- ☐ Teaching/Training Component
- ☐ Spiritual/Devotional thought
- ☐ Prayer
- ☐ Rally to serve

## **POST HUDDLE**

- ☐ Make note of questions asked
- ☐ Make note of things to follow up on