Moms on the Run Planning Meeting

Since Moms on the Run events are often held infrequently, different individuals may be involved in planning of each event. The following items should be considered for every outreach event.

Pray together for the planning and outreach of the event.

Date, time, and location of event should be selected by young moms.

- Location could be a church (or community center).
  - The church should be one in good standing in the community and it is more acceptable if other community events are held here as well.
  - The location must have good child care facilities.

Time frame total for the event is an hour and a half.

- Coffee and conversation for the first half-hour.
- Program can be completed in 1 hour, including a feature of interest to moms, 10-15 minutes of interaction/discussion time (questions provided by speaker), and final presentation which transitions the speaker's topic to spiritual application and a gospel presentation.
- In some areas, a weekday morning from 9:00 – 10:30 works well.

Responsibilities to be covered:

- Chairing the outreach event—needs to be a young mom
- Refreshment point person
- Child care (two point persons)
  - One for facility contact (ideal to have someone from where event is to be held)
  - One for securing volunteers for child care
- Registration (one or two point persons)
  - Need to give phone number and e-mail address on publicity.
  - Registration cards also serve as comment cards.
- Hospitality
  - Secures table hosts.
  - Reminds hosts to come early for 10 minute training.
- Program point person (optional)
  - Chair could serve this role, if desired.
- Speaker
  - Needs to be approved by appointed Stonecroft leadership; typically gives a topical/interactive talk
- Publicity
  - Needs to be someone who can create great fliers. (Many free graphics are available on the internet.)
  - Important to place many posters in high-traffic areas for young moms
  - Distribution should be done by all members of Planning Team to child-focused groups at host church, Awana, Christian schools and preschools, day care centers, community centers, MOPS groups, anywhere young moms might be found.
- Bible study follow-up
  - When possible, have Guides/Coordinator trained prior to event.
  - Follow-up includes those who have indicated they prayed to receive Christ, as well as those interested in Stonecroft Bible Studies.
  - List dates and titles of the Bible studies on the back of comment cards.