

myMISSION Plan Sheet

Group Name _____

Date _____ Time _____ Place _____

Publicity: Who is responsible _____

Note items to include (for example, teasers about missions project)

Ways you will publicize this meeting and note deadlines:

- | | |
|--|--|
| <input type="checkbox"/> Social Media | <input type="checkbox"/> Word of mouth |
| <input type="checkbox"/> Announcements | <input type="checkbox"/> Bulletin |
| <input type="checkbox"/> Mail | <input type="checkbox"/> Newsletter |

Child Care, if needed: Who is responsible _____

Mission Friends and Children in Action are great possibilities! Is there any need to publicize information about child care?

Meeting Plans:

Will you focus on ___ Faith ___ Community ___ Missions or ___ Other

What materials are needed?

Person(s) Responsible for the overall meeting content:

Below list person(s) that need to be enlisted for any specific part of the meeting.

Prayer Calendar: Who is responsible _____

Mission Action Project: (When you are personally involved in service opportunities.)

Who is responsible _____

Describe the project.

What do we need to publicize about the project?

Identify the resources needed to accomplish the project.

Mission Support Project: (When you help support with money and/or prayer.)

Who is responsible _____

Describe the project.

What do we need to publicize about the project?

Identify the resources needed to accomplish the project.

Refreshments: Who is responsible _____

What will we serve?

Evaluation: For the myMISSION Leader

- Did the meeting begin and end on time?
- What worked well?
- What can we improve?
- Did everyone participate in the mission action project? If not, why?
- Was attendance as expected? If not, why?
- Were there potential new leaders? How will these potential leaders be mentored?
- Which new members were identified? How will we get them connected to our group?