

| Project Charter | |
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| Project Name | New Day Camp |
| Project Leader | <to be determined> |
| Problem or Opportunity | <p>Our church, Old and Older Baptist (OOB), has a very balanced relationship with our neighborhood – we ignore them and they ignore us. One reason is that people perceive our church as being older and traditional, and out of touch with their needs. Conversations with some of the young mothers in the neighborhood show that they have a need for a program for children that runs during the summer. Establishing such a program would be a great starting point towards caring for our neighbors.</p> |
| Major Goal | To run a one-week Day Camp (Vacation Bible School) this summer for children in our neighborhood entering grades 1-6. |
| Major Tasks | <ol style="list-style-type: none"> 1. Develop a Day Camp program. 2. Hire staff and recruit and train volunteers. 3. Publicize the Day Camp. 4. Run the Day Camp. 5. Conduct follow-up. |
| Measures of Success | <ol style="list-style-type: none"> 1. 60 children will attend – 40% from OOB; 30% their non-churched friends; 30% non-churched from OOB neighborhood. 2. 20 people will volunteer, with at least 40% being adults. 3. Campers will know that God loves them. 4. Some of the campers will come to know Christ. 5. Two families will begin to attend OOB worship services in the fall. |
| Assumptions and Possible Problems | <ol style="list-style-type: none"> 1. We assume that we can run a Day Camp in our church building and nearby areas. 2. We assume that people will volunteer. 3. We assume that we can hire ministry staff under government programs. 4. We assume that our families will register their children and invite their children's friends. 5. We assume that the ministry will be self-funding, except for staff. 6. Inclement weather may cause us to cancel outdoor activities. |
| People or Groups to Consider | <ul style="list-style-type: none"> • Church members and adherents, particularly those with elementary-aged children and/or experience teaching children. • Staff and Elders • Families in our neighborhood. • Governments (municipal for any safety regulations, provincial and federal for staff grant programs). |

Sub Tasks - example

Publicize the Day Camp

Registration Form

- Develop registration form
- Print registration form
- Distribute registration forms
- Receive and acknowledge registrations

Community newsletter

- Determine submission guidelines and deadlines for community newsletter ads
- Prepare and submit ad for community newsletter

Banner

- Plan banner
- Obtain quotes for banner
- Purchase banner
- Hang banner

Posters

- Develop poster
- Print posters
- Display posters in community and at church

Website

- Plan website content
- Upload website content

Pulpit announcements

- Communicate with pastors re: announcements' length and timing
- Plan announcements
- Prepare PowerPoint presentations for announcements
- Deliver announcements