

# JLK GRILL-SITE HOST TEAMS

*What do the host churches have to do?*

- **You will work as a team with at least one other church**
- **Your team will have 3 MAIN RESPONSIBILITIES:**

## **1) Logistics**

*Such as parking, bathroom plan, special site considerations, layout for site...*

## **2) Pre-Catalyst Week Promotional Strategy**

*Such as handing out flyers, putting up posters, contacting neighborhood associations, sending intercessory teams...*

## **3) Oversight During Actual Grill Night**

*Such as being first to come/last to leave, identifying Site-Team Coordinators, Spiritual Overseer(s) and key Area Leads...*

- **Your team will also...**
  - Communicate regularly with JLK Site Teams Coordinator
  - Decide if you will be developing your OWN children's crafts and games or just use the activities and supplies that the **JLK-Central Planning Team** will provide

***Let's maintain a Kingdom mindset:  
ALL teams on the same team, sharing ideas and working together!***

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## **Grill-Site “Core Leadership”...**

- **Site-Team Coordinators** (one from each church) to lead the site-team planning and provide direction during the Grill Night  
*Additional responsibilities:* Act as the emergency contact for the site. At least one Site-Team Coordinator will also need to be present for the trailer loading trailers at the JLK Staging location on grill night.
  
- **Spiritual Overseer(s)** to provide oversight during the grill night of the general spiritual atmosphere  
*Additional responsibilities:* address any safety threats /things out of order, discernment regarding any testimonies to be shared over the mic.

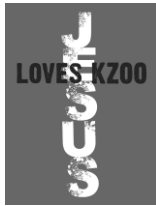
## **A Few “Area Leads” You Will Need to Find for Your Site...**

**\*\*\* Remember --** Area leads at each site should represent a variety of churches – for instance, one church should not 'totally run the show'

- **Grill/Food Area** –leader(s) direct volunteers within the grilling/food serving area. **JLK-CWPT** will provide all food and serving supplies.
  
- **Children’s area:** leader(s) direct volunteers within the children’s area. Each site-team can decide if they want to use only JLK provided crafts or develop some additional ones of their own. This leader will be expected to communicate/coordinate with the **JLK-Central children’s planning team leader**.
  
- **Games area:** leader(s) direct volunteers within the larger games area. Each site team can decide if they want to use only JLK provided game supplies or find some additional ones of their own. This leader will be expected to communicate/coordinate with **the JLK- Central game’s planning team leader**.
  
- **Prayer & Care area:** leader(s) direct volunteers serving as on-site “hedge” prayer and those manning the prayer/bible supplies/resources tent. This leader will be expected to communicate/coordinate with the **JLK-Central intercessory team leader**.
  
- **Hospitality/Info area:** leader(s) direct volunteers who want to help with general on-site ministry, “hospitality-type roles” and care package distribution, will assign miscellaneous volunteer jobs, answer questions, etc. This leader will work closely with the **Site-Team Coordinators** at each site (and could easily be the same person).
  
- **Sound:** Each site needs one experienced, responsible person to help set up and protect the sound/music equipment. Each site should designate someone to make periodic announcements over the microphone. **JLK-Central** will provide a music track that can be played at each site.

## **“JLK-Central” will provide the following LEADERS for each site...**

- \* JLK Vision Team Representative
- \* JLK/365 (follow-up team) Representative
- \* Street Ministry “Sender” (coordinating & sending out the street teams)
- \* “Support Persons” for Children’s/Games, Prayer, Hospitality, Food Areas
- \* Equipment Teams (trucks and trailers bringing tables / chairs / grills / canopies / coolers / food / ice...)



# **Timeline & To-Do List**

## *JLK Grill-Site Host Planning Teams*

### **BY MID APRIL**

#### **Team Logistics:**

- Identify the Site Team Coordinators from each church
- Decide on a meeting/communication strategy with the other church(s) on your Site-Team

#### **Site Logistics:**

- Determine which Grill Site elements (if any) your team would like to pursue coordinating on your own (such as childrens/games area, etc)

### **BY MID MAY**

#### **Outreach Strategies:**

- Determine what pre-Catalyst Week promotional strategies should be done (specific to the area)
- Coordinate with JLK-Central to suggest areas street teams should cover. Also identify if there are other types of areas (besides typical street ministry) where teams could be sent. (Example might include nursing homes, etc)

#### **Site Logistics:**

- Identify parking areas and bathroom facilities for volunteers
- Determine if you want a bounce-house at the site (note: there may not be enough for every site)

#### **Identify individuals as the designated "Area Lead" for the following grill-site areas:**

Hospitality/Info table: \_\_\_\_\_  
Prayer & Care area: \_\_\_\_\_  
Grill/food area: \_\_\_\_\_  
Children's area: \_\_\_\_\_  
Games area: \_\_\_\_\_  
Sound Equip: \_\_\_\_\_

**BY JUNE 10<sup>th</sup>** (Meeting @ 9am @ Centerpoint; bring area leaders to meeting)

**Site Logistics:**

- Draw up a tentative grill-site layout
- Determine if you will bring additional tents, tables or chairs at the site (in addition to what JLK provides).
- Line up any additional GAMES or CHILDRENS supplies you will be bringing
- Working with JLK-Central, coordinate distribution of any communication pieces (such as targeted flyers) that may be needed to promote the outreach to the neighboring community

**BY JUNE 25<sup>th</sup>** (Volunteer Meeting 6pm @ Centerpoint)

- Communicate any last-minute concerns to JLK-Central
- There will be a break-out session where area leaders can look over their bins etc.

**ON JULY 7<sup>th</sup> OR 8<sup>TH</sup>** (Drop-in opportunity between 3-6pm @ Southridge JLK-Central Staging Location )

*\*\* Area Leads may drop in to look over supply bins and ask any last minute questions, etc!*

**ON ACTUAL GRILL NIGHT**

- Have a team member at Southridge for the loading of the trucks to your grill site
- Provide general site leadership and spiritual oversight
- Site Team Coordinators will be the emergency contact for any issues
- Oversight of set-up/clean-up at site (your team will be the last to leave...)

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**MISC INFO...**

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**WEB SITE: [Jesusloveskzoo.org](http://Jesusloveskzoo.org)**

**MEETINGS: CENTERPOINT CHURCH, 2345 N. 10<sup>TH</sup> St., Kalamazoo 49009**

**STAGING DURING CATALYST WEEK: SOUTHRIDGE CHURCH, 6726 Texas Dr, Kalamazoo 49009**