

How to Lead a Good News Club

1. Recruit volunteers/team(with help from CEF staff is needed). If new Good News club make sure new volunteers attend training.
2. Seek approval from the local school(CEF initially) - Contact CEF for liability insurance
3. Secure permission from the school to hand out flyers.
4. Develop and hand out flyers. See CEF for a template.
5. Make sure your volunteers have completed the CEF application and paperwork for PA clearance (background check). If the volunteer already has clearances have them secure it from the church to give to you
6. Please try to have all paperwork return to the CEF Local Coordinator one week prior to clubs starting. Please call the CEF Local Coordinator one week before the club starts to make sure all who will be serving have completed the necessary paperwork

Volunteers will not be allowed to serve if Pa clearances & CEF Paperwork are not in the hands of a CEF staff member

7. Secure Curriculum at the training meeting
8. Invite your team members to the refresher training. If new club - invite team members to new volunteer and teacher training.
9. Hold Team Meetings to develop agenda and team responsibilities.
10. Pick up permission slips from school and follow up with a text or email a couple days before the club to remind parents to pick their children up
11. **Pray! Pray! Pray!**
12. Run the Good News club.
13. Think of ways to follow up with the children and incorporate them into your local church
14. Communicate to church how God has been working in your school
15. At the end of club submit statistics to CEF - #of kids, any professions of faith, any start attending church