

It's All in the Details

SCENARIO 1 | BOOKS AND BARBEQUE EVENT

Background: You've decided to hold a Books and Barbeque event at your program. Families will be invited to come to school for a cookout followed by a story hour for the children. The teachers in your program have decided that the children will make invitations to distribute to family members. Each family will be asked to bring a dish to pass. After the meal, groups of children and parents will gather to listen to stories.

Planning and Next-Steps: With your group, think about what additional details are necessary to make this event successful as you answer the following questions.

- How far in advance should this event be planned?
- Who will help with this event? Who do you need to involve to plan the event? Who will be needed the day of the event to ensure things run smoothly? To what activities will these individuals be assigned?
- How will you organize the story hour portion of the event? How many small groups will you need? How will you divide up the groups? What kind of books will you read to the children? Who will read the books and what kind of instructions will they need in advance of the event?
- What sort of contingencies do you need to plan for? (i.e. Inclement weather, more/fewer families come than RSVP'd, etc.)
- What additional details or resources would you need to consider to host this event?

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SCENARIO 2 | DONUTS WITH DADS

Background: You've decided to host a *Donuts with Dads* event at your program on the Thursday before Father's Day. The children and dads (or other men of significance in children's lives) are invited to come early and have donuts, coffee, juice, and milk. The event will be a come-and-go activity set up in the open space of your lobby. Chairs and small tables are available as well as soft furniture. Dads are will be greeted by the staff and will then be asked to serve themselves. A goal is to encourage children and their dads to engage in conversation.

Planning and Next-Steps: With your group, think about what additional details are necessary to make this event successful as you answer the following questions.

- How far in advance should this event be planned?
- Who will help with this event? Who do you need to involve to plan the event? Who will be needed the day of the event to ensure things run smoothly? To what activities will these individuals be assigned?
- Besides peoplepower, what resources would you need to ensure this event is a success?
- You want to ensure that the event is meaningful and that dads don't just grab a donut and head for the door. How might you encourage meaningful conversation during the event? How could you ensure that dads and children interact?
- What additional details or resources would you need to consider to host this event?

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SCENARIO 2 | AROUND THE WORLD IN 80 MINUTES

Background: You've decided to host an event called Around the World in 80 Minutes at your program. The event will take place in the evening (lasting a total of 80 minutes) in the school's activity room or gym. Parents will be asked to bring an item that reflects their culture and to share its meaning with other families. Children in the program will create invitations to be shared with families.

Planning and Next-Steps: With your group, think about what additional details are necessary to make this event successful as you answer the following questions.

- How far in advance should this event be planned?
- Who will help with this event? Who do you need to involve to plan the event? Who will be needed the day of the event to ensure things run smoothly? To what activities will these individuals be assigned?
- Besides peoplepower, what resources would you need to ensure this event is a success?
- How do you organize the "show and tell" portion of the event? How much time will families have to talk about their cultural item? How do you determine an order for presenting? How do you keep children and families engaged throughout the event?
- What additional details or resources would you need to consider to host this event?

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