



**VOLUNTEER DAY PLANNING WORKSHEET**

**Date:** \_\_\_\_\_ **Team Time:** \_\_\_\_\_ **Volunteer Time:** \_\_\_\_\_

**Location:** \_\_\_\_\_ **Group(s):** \_\_\_\_\_

**Number / Grade of Youth:** \_\_\_\_\_ **Number of Adults:** \_\_\_\_\_

**GVI Lead Organizer:** \_\_\_\_\_ **Staff on site:** \_\_\_\_\_

**Group Contact:** NAME, EMAIL, PHONE

**Rain date:** \_\_\_\_\_

**Notes from Initial Convo**

Major Objectives for Volunteer Day:

**Activities**

Activity	Time	Leader	Materials
Welcome, group sign in, form collection			sign in sheet, water station introduce food justice
Play icebreakers, stretching, warm up give breakdown mission, tasks			name game, stretch, connect
Work Session #1			
Break			
Work Session #2			
Optional Meal on Site			
Gratitude Activity Close-Out			