



## GUIDE ORIENTATION 2017

**Time:** RAIN or SHINE, the gates open at 10 am, event ends at 2 pm. **Training will begin at 9 am. Breakfast will be available.**

**Event Overview:** We will be providing FREE backpacks with school supplies, food/drinks, music, haircuts, games, crafts, as well as, medical/vision/dental screenings & consultations. There will also be a tent where clothing will be available. Everything is FREE.

### YOUR ROLES

**Host:** The guide is basically a host for the event. From the time guests arrive and get in line, they will be paired up with a guide who will introduce themselves, welcome them to the event, review what all is available, and help them fill out the registration form. You will 1) help guests prioritize what they would like to do and 2) stay with them as long as needed before circling back to be paired up with another family.

**Gospel:** As best you can, get to know them and their needs (form a relationship with them). Offer to pray for them and look for opportunities to share the Gospel and/or your own testimony (for example, if they ask why we are doing this). Give them a Love Denver Gospel Card. If you are not comfortable praying with the family yourself please take them by the Prayer Tent.

**Follow Up:** You will have a small stack of Guide Cards given to you when you check in Saturday morning. These cards will have a layout on one side for navigation help. The other side will have a checklist to help prioritize their needs, and preferred contact info so you can follow up later. Use this space to capture their email or cell phone number, and then after the event plan to follow up with them at least twice. We recommend the afternoon or evening after the event, and then maybe again a week or two later.

**\*\*Our goal is missional interaction with the needy in the community. Our hope is that a relationship is started, a need is met, a person is introduced to a member of God's church/Kingdom, and perhaps these people would trust in Jesus as Savior. Feel free, if the Spirit leads to take them a meal, meet a tangible need, invite them to church, or best yet into your home for fellowship.**



## REGISTRATION, FORMS, & APPOINTMENTS

**Volunteer Registration** - When you arrive, check in at volunteer registration. Get your t-shirt and write your name on the name tag. Any children with you should be checked in for childcare. We will then gather the guides together for prayer and last minute instructions. Please ensure you arrive no later than 9AM.

**Guest Registration** - All guests register at main registration. As Guides, we will meet them in line and help them fill out the registration form. There will be multiple registration stations available. Very basic information will be requested (i.e. name, address, phone, and e-mail.)

- Guests can pre-register between 9:30 and 10 am with the help of a guide.
- Get food and backpack tickets while they are available. **1 backpack ticket = 1 backpack** (no need to rush, plenty of backpacks), **1 food ticket = 1 time through the food line**. There is a limited supply but there will usually be seconds available around 1pm.
- Guests will need to schedule appointments at each area (i.e. haircuts, medical, dental, etc.) and this should be done first if a service is needed. If guests show up after noon they may not be able to schedule a haircut.
- Backpacks and food will not require appointments, but the guest will need tickets. No ticket, no food, no backpack.
- As a guide, your role is to assist them with these details and make them feel comfortable.

## GUIDE/REGISTRATION CARDS

The guest will fill out one in line or at the registration table, the Guide will copy the form for Registration.

**Guides should keep these cards, keep notes from the day on it and take them home in order to contact the guests and continue the relationship.**

**PLEASE follow up with them once the night of the event and once during the coming week.**

Make natural conversation, not awkward, forced questions. Relationship is the goal in order to lead to missional opportunities for you, your church, your family, and/or your small group. Follow up should be done in whatever way you the Spirit leads according to your gifts and abilities. Some suggestions are a phone call, email, invitation for coffee or ice cream, a meal, etc.

## **CHILDCARE**

Free Childcare is available onsite for up to 4 hours in the early morning. Children can be dropped off in 4 hour blocks.

## **HELP TENT**

There will be a central “Help Tent” (Informational booth) to which you can go if you have any questions or concerns. Also, Jessie Furner and Love Denver Coordinator, Gabriel Ives, will have radios to communicate with one another.

## **BACKPACKS**

We will be giving out 600 good quality bags with school supplies inside.

One ticket per child (must be present). Guest must have ticket to receive bag/supplies. No ticket, no bag.

## **MEDICAL AND VISION**

General screenings and consultation with 1-2 doctors & nurses, optometrist and support staff. Chiropractor offering screenings and possibly adjustments. We will also have CPR training, blood pressure and glucose, health counseling, etc

- If anyone needs first aid administered, take them to EMS / Fire Truck beside main registration.
- Note: These stations will fill up quick. Limited space available.

## **DENTAL**

There will be a pediatric dentist coming out to do pediatric screenings.

There will also be a single dentist to identify adults that need cleanings & simple procedures at Dr. Hatchett's office.

## **FOOD**

We'll start serving at 10 am. Tables and chairs for eating will be available in the “big” tent. One ticket per meal.

- Your volunteer t-shirt will provide you a free meal.
- If your kids, friends, or family will be there and don't have a shirt, please register them. We have limited quantities of t-shirts for walk-ins volunteers.
- Guides: Please don't congregate around the food line.

First come, first served. No ticket, no food! There is a limit, it's possible we run out.

## **HAIRCUTS**

20 plus stylists. Primary focus is for kids but there may be some opportunity for adults too. Nail services may be available as well. After signing in guests can visit another area and listen for their number to be called on the microphone. Also fills up quickly and limited haircuts available. Patience is appreciated.

## **FUN AND GAMES**

The area where a kid can be a kid and parents can take a break and use this time to talk to a spiritual leader or utilize the prayer tent. No one under 12 should be unaccompanied. This year we will feature lawn games hosted by the YMCA, balloon twisting and temporary tattoos. There will also be games for prizes, arts and crafts, coloring and bounce houses! And don't forget about the snow cones and popcorn!

## **FAITH & RESOURCE TENT**

We want families to be aware of our faith and resources section under the tent with the eating area. Families should check out this space and visit with representatives from various local organizations and ministries that serve our community. Families can get more info about assistance and resources that are available such as help with food, domestic violence, sex trafficking, addiction, parenting, and more.

## **MUSIC & GOSPEL PRESENTATIONS**

Throughout the day Christian music will be playing. In between songs, local pastors will be sharing testimonies and Gospel proclamations.

## **REMINDERS**

Dress casually.

Use sunscreen.

Park in the bus lot on the other side of the school until it is full. Then use the main lot but leave the closest spots for guests.

Be a good example for our guests and enter/exit through marked area.

Smile. Be friendly. Ask questions. Listen.

Be bold in sharing your faith testimony.

Remember to follow up!

Consider volunteering in a leadership role next year.

Share your experience with your pastor and church family and encourage their involvement in future collaborative Kingdom ministry in Denver

**Thanks for your help!**

