

Service Project Assessment

This activity will allow members to:

- Practice coordinating details of an event.
- Increase confidence and team-building skills.
- Collaborate as a team.

Materials needed:

- One worksheet per member. Download it at kkids.org/IDEA.
- Pens or pencils

How to lead this activity:

Now that your club has set its goals for your service project, it's time to start planning to make it happen!

1. Give each member a Service Project Assessment worksheet.
2. Ask members to form groups. Here's how:
 - a. Using numbers 1–4, assign each member a number.
 - b. Or ask members to count off 1–4.
3. Ask each group to go through the worksheet together.
4. When everyone is finished, ask for volunteers to stand up and share their answers. Thank every member who volunteers to share.
5. When the activity is over, thank everyone for their time and participation.
6. The secretary's notes will help the club complete a service project timeline and supplies checklist at the next club meeting.

Learn how to set goals and work as a team with the "Role Playing & Goal Setting" activity online at kkids.org/IDEA.

Service Project Assessment

Time to start planning! Think through the details with this worksheet and fellow members.

Our service project is _____

Things to keep in mind

What school policies do we need to think about while planning our service project? _____

Is there any advice from the organization we need to remember when planning? _____

Event details

What day(s) and time(s) will our service project happen? _____

Where will our service project take place? _____

How do we confirm our project plans? _____

What might we need to do after the event? _____

Cost and supplies

What supplies will we need to complete this service project? _____

Will it cost money to get supplies for our service project? _____

Will we need to raise money before the service project? _____

Who to invite

Who should we invite from the school and/or organization? _____

How will we reach out to our sponsoring Kiwanis club and other Kiwanis-family clubs? _____

Who else might want to attend? _____

High-impact focus

What can we do to make sure this service project leaves a long-lasting impact? _____

How might the school or organization continue this service project in the future without the club? _____