

Board of Outreach

Fall Fest Game Manager

Mission Statement: Grace Lutheran Church's Fall Fest serves adults and children at Grace and in the community, as well as a selected group experiencing a hardship, by offering fun, fellowship, and food as a means to come together to glorify God and raise funds to help the selected group of people in need.

Description: The game master prepares and manages the games and makes sure there are people to monitor the games.

Qualifications:

- Member of Grace Lutheran Church or other WELS church
- Well organized
- Good at communicating with others
- Enjoys working with young people

Responsibilities:

1. Prior to first meeting, check inventory of games and supplies (see game instructions). If anything is missing or needed, let the coordinator know. All signs for game stations are in the Fall Fest bin.
2. **4 weeks prior to event:** From list provided, call last year's game helpers to see if they would like to help again. Event coordinator will also put out a signup sheet for helpers for all areas in general. Currently, you will need 8 people to help with games.
3. If doing the soda game, purchase soda from Dollar Store. Turn receipt in to office for reimbursement. If unable to make the purchases, let the event coordinator know.
4. **Day before the event:** With the help of 2 or 3 of the setup volunteers, set up games and ensure that prizes are set out for each station (event coordinator is responsible for getting the prizes).
5. **Day of the event:** Assign helpers to a game each and oversee the games.
6. Collect supplies after the event and ensure that they are all placed back in storage.
7. Provide training for the next game master when stepping down.

Time Commitment:

- 1-2 pre-event meetings with the Fall Fest team.
- 4-5 hours for pre-event prep, event management, and post event clean up.
- Commitment for 1 Fall Fest event, but may serve longer if you are willing and able.

Relationships: This person works with the Fall Fest Coordinator and other Fall Fest team members, and communicates with the office staff.

Training: Training will be provided by the previous game master.