



Fishing Derby Site Leader Duties

Check Off	Duties	Due Date
_____	Assist the Ministry Coordinator in securing a site	May
_____	Be available at the Leadership meeting in June and the night before the event.	June/Oct
_____	Assist the Ministry Coordinator in contacting AR Game and Fish for the stocking of the pond where the event is located. Ask them questions such as: Can they furnish bait, prizes, participation certificates, etc...) Set up a time to meet for the stocking of fish.	June
_____	Secure a BBQ grill for cooking. (ABSC furnishes hot dogs, buns, condiments, drinks and paper products)	Sept
_____	Secure someone to cook hot dogs.	Sept
_____	Make sure someone at the event(s) is prepared to present the gospel. Organize your day to stop fishing, and eat lunch. This would be a great time for the Gospel presentation. Then resume fishing.	Sept
_____	Make sure all publicity is done for the event(s). (banners, posters, flyers, etc...)	Sept
_____	Be at the Kick-Off location at 7 am to help set up the continental breakfast.	Event Day
_____	Collect your hand-held ministry sign @ 8:30 am and assemble with other missionaries in your assigned area who will be a part of your mission team for the day.	Event Day



- _____ Once at your ministry site, gather all your team. Event Day
Open **ALL** your site boxes and share with them the resources available. Explain the importance of gathering information on the decision forms which are located in the envelope along with the other important paperwork necessary for the day. Have the decision forms readily available throughout the event. Also, inform the team of the decision form found online @ www.absc.org/oneday/decisions
- _____ Designate a location for all written decision forms to be returned once they are filled out. Enlist a volunteer to enter all the information to the online decision address above, as they occur Event Day
- _____ Once the information has been entered online place the written form into the envelope marked **“Completed Decision Forms”** to be returned at the end of the day Event Day
- _____ If you don’t have anyone to enter the information for decisions online, place the completed form in the envelope marked **“Completed Decision Forms”** to be returned at the end of the day Event Day
- _____ Make sure the event is stopped by 3 pm. clean up and return to the Celebration Rally by 4:00 pm. (place where Kick-Off began) Event Day
- _____ Make sure all remaining products are returned to the Celebration Rally (bibles, tracts, food, etc...) and placed in the designated collection site. Event Day
- _____ Return the envelope marked **“Completed Decision Forms”** to the Mission team table at the Celebration Rally Event Day