

# U.M. ARMY Color Group Leader Training

# U. M. ARMY MISSION STATEMENT

**Providing Christ-centered missions that serve people in need and promote spiritual growth and leadership development in youth and young adults**



## DIRECTOR

Prepares for mission week; oversees all roles; has final authority for all aspects of the mission week

## COLOR GROUP LEADER (CGL)

Facilitates the work of several work teams; assists assigned work teams with projects/tools

## TOOL COORDINATOR

Manages warehouse tools and construction materials

## ADMINISTRATIVE COORDINATOR

Assists the director with administrative tasks, including paperwork and financial aspects

## PROGRAM COORDINATOR

Responsible for the spiritual and recreational aspects of the week; includes worship, fellowship and evening activities

## SITE COORDINATOR

Assesses worksites prior to the mission week and coordinates work with the CGL's and teams during the week

## SAFETY COORDINATOR

Teaches and enforces safety practices throughout the week; monitors safety at all the work sites

## KITCHEN COORDINATOR

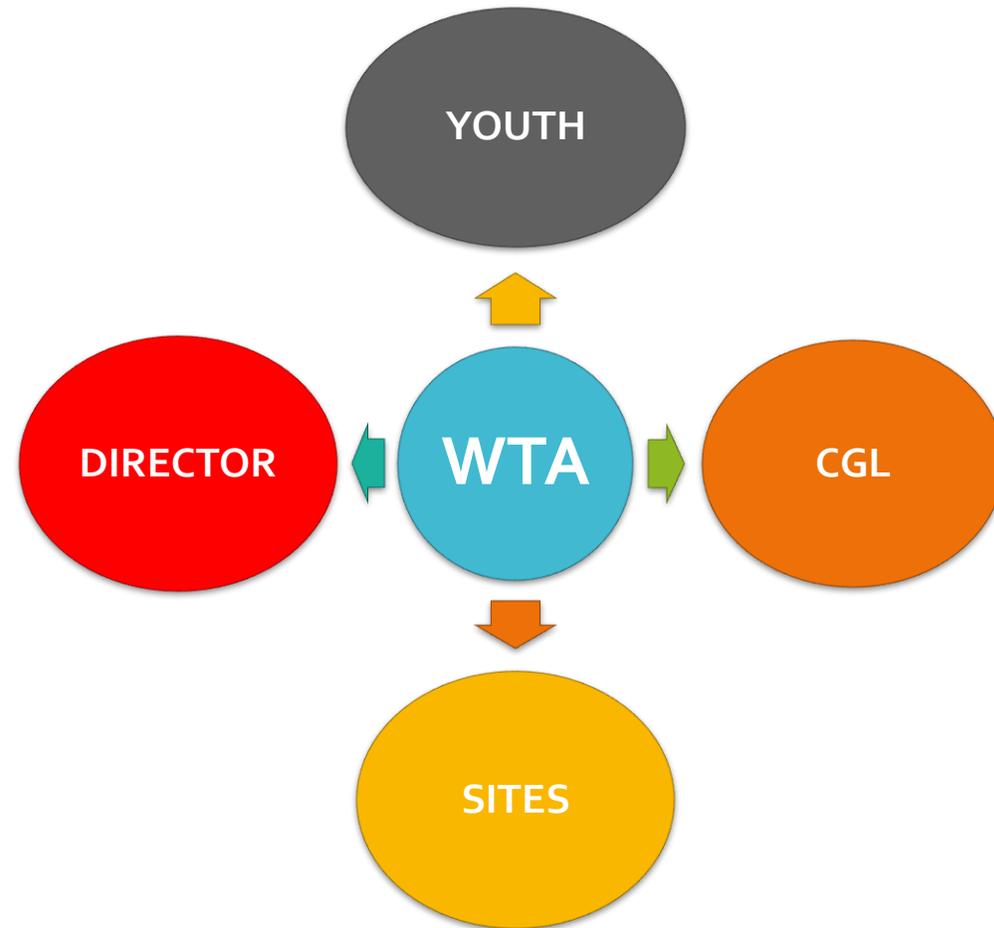
Oversees the kitchen, purchases and prepares the food during the week

## WORK TEAM ADULT

Co-leads a team of 5-10 youth with at least one additional adult;

# ADULT ROLES

# CGL - CRITICAL ROLE!



The CGL is the key role for communication and coordination with the Director, Color Group Leader, Sites Coordinator, Work Team Adults and the Youth on their teams throughout the week.

# COLOR GROUP LEADER ROLE

- ❑ Facilitates the work of several work teams, which together make up a color group
- ❑ Teams will depend on you throughout the week for advice, guidance, materials and overall encouragement
- ❑ Visit worksites as much as possible throughout the week to check in, bring supplies, and provide support
- ❑ Refrain from being overbearing while continuing to carefully guide your teams. Let the teams take ownership in decisions, Build trust with your teams so they feel comfortable working with you.
- ❑ Act as the liaison between the Site Coordinator, Tool Coordinator and the Work Team Adults in your color group.



# PRIOR TO THE MISSION WEEK

- ❑ Recommend Color Group Leaders be involved in the pre-site event for their respective mission week. Being involved gives you a heads up on the type of work being done in that community.
- ❑ Work with the mission week Sites Coordinator to gain an understanding of the sites your teams will be working on. Assist with drawing up plans or preparing other work site information ahead of time.
- ❑ Work with the mission week Tool Coordinator to discuss tools, supplies and materials needed for your teams.



# SUNDAY NIGHT

- ❑ Unload tools from your church's arriving vehicles; help Tool Coordinator organize those tools.
- ❑ Guide your Color Group through orientation stations. Participate in team building/"get to know you" activities
- ❑ Meet individually with each Work Team and go over the projects, including the site packets prepared during pre-site visits. Build relationships!!
- ❑ Determine what equipment and supplies will be needed for the first day of work. Make plans to deliver supplies and/or tools to worksites, as needed
- ❑ Work with any new Work Team Adults to help them feel comfortable with their roles and provide encouragement
- ❑ Familiarize yourself with Daily Chores for your Color Group teams so you can help coordinate throughout the week



# MONDAY - THURSDAY

- ❑ Make sure Work Teams with daily chores are completing their tasks (morning or evening)
- ❑ Help your teams load tools and materials into vehicles and prepare for the day
- ❑ Coordinate tools and supplies for each team with the Tool Coordinator. Purchase items, as necessary. Deliver materials as needed for each job.
- ❑ Travel between your work team sites as much as possible each day. They look forward to your visits and need your encouragement.
- ❑ Ensure the environment at the work site is safe for the youth and the quality of the work being done is safe for the client.
- ❑ Help the team identify solutions themselves, giving the advice they may need. Refrain from over-directing.
- ❑ Help enforce all behavior codes and safety practices, including Safe Sanctuary.



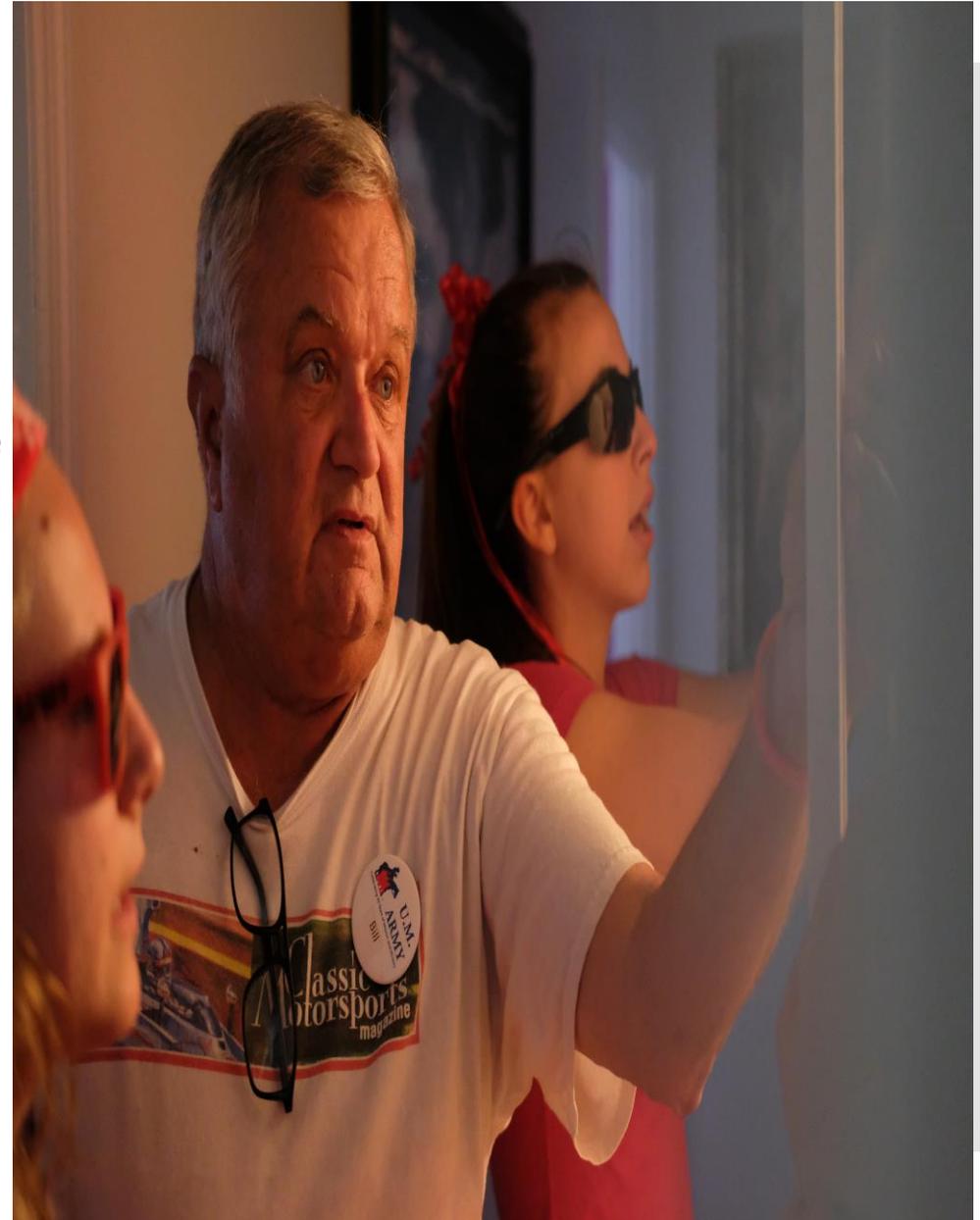
# FRIDAY

- ❑ Same checklist as Monday-Thursday
- ❑ Clean and return warehouse tools and equipment to the tool shed to be sorted into church groups. Each church must then check to ensure all tools have accounted for.
- ❑ Communicate to Sites Coordinator any jobs not finished.
- ❑ Make sure all work sites with trash/debris are cleaned up.
- ❑ Work with the Tool Coordinator and your church group to organize and load up all tools and supplies you brought.



# SATURDAY

- ❑ Assist with packing up and loading of your church's vehicles.
- ❑ Saturday morning Host Church clean-up is one of the most critical activities in your role. We ask that each Color Group Leader oversee the cleaning assignments for their respective color groups.
- ❑ Once your assignment is complete, help other color groups complete their tasks. Our moto is "leave everything BETTER than we found it."



# CLOSING

- QUESTIONS?
- DISCUSSION?
- NEXT STEPS?

