

**The mission of GEMS has not changed**, but your method may during this COVID season. Whether you are meeting virtually, in your church parking lot, or waiting a few weeks until you all gather in-person, use this checklist to prepare, plan, and communicate your choices.

FALL 2020

CLUB COORDINATOR CHECKLIST

## **1. CONSIDER YOUR OPTIONS**

Talk to your church leadership about how to safely host your GEMS Club this season, following the guidelines from your state or province. After prayerful and careful consideration, choose one or more of these options to stay connected with your GEMS this season:

- □ In-Person Club Meet together with your GEMS girls and leaders, using the GEMS Friended curriculum. Follow appropriate safety measures and social distancing, as required.
- □ Virtual Club Gather with your GEMS girls and leaders on a streaming or video call service (Zoom or other kid-friendly, safe, virtual platforms) using the Friended Plus Virtual curriculum.
- □ At-A-Distance Club Stay connected with your GEMS using creative ways outlined within the *Friended Plus Virtual* curriculum. Suitable for all clubs; ideal for those with limited or no internet access.
- □ **Hybrid Club** It's a great mix! Meet together in-person (trunk parties, drive thru kickoff) and virtual and stay connected in creative ways this season. Check out the specific ideas in the *Friended Plus Virtual* curriculum.
- □ **GEMS On The GO (GOTG**) Encourage parents/grown-ups to continue GEMS at home through GEMS magazines, the LOVED. U & ME Conversations Kit, or the GOTG activity box. (See enclosed flier for more information.)
- □ Other Contact Amy Brooks, Program Director, at 616-241-5616 x3063 or amy.brooks@gemsgc.org to discuss your GEMS 2020-2021 club season.

## 2. COMMUNICATE

Communicate your plan to your GEMS girls, leaders, church community, and to the GEMS Global Office.

- □ GEMS girls & their grown-ups Utilize the GEMS Grown-Ups letter and GEMS Club Invite from the *Friended* Online Resources to share club plans for this fall, along with all the ways you usually connect—church website, email, club Facebook page, etc.
- □ GEMS leaders Remind your leadership team of the importance of mentoring girls, especially during this season. Talk through the options your club will implement to stay on mission all season.
- □ Church community Share updates with your church community based on where they receive information (bulletin, church website, etc.). Direct them to the "Why *Friended*?" video available at **https://gemsgc.org/friended**/ to introduce this year's curriculum theme.
- GEMS Global Office By October 15, 2020, submit the enclosed GEMS 2020-2021 Membership Renewal Form and payment and your Leader Lists. See details under 3. Club Essentials and News.



## **3. CLUB ESSENTIALS AND NEWS**

Here are the things you need to get your season started:

- □ **Membership:** Review, complete, and submit the enclosed GEMS 2020-2021 Membership Renewal Form and membership payment **by October 15, 2020**.
- □ **Friended curriculum:** See the enclosed Friended Resource Guide for all the great NEW curriculum options, products, and merchandise available.
- □ **ReFresh:** Keep your leaders connected, engaged, and inspired. (See page 14 of your *Friended Resource Guide*.) Don't miss out on the special COVID discount **until 9/30/2020**.
- Magazines: Now more than ever girls need the messages found in SHINE brightly and Sparkle Magazines to be equipped to handle tough stuff and know they're not alone. Order your club's annual subscription at gemsgc.org/store. (See the enclosed flier for important information.) Note: There are no automatic renewals!
- Annual Dues: Due 11/15/20. Note: This year, there's a new option to print the form or submit payment securely online at gemsgc.org/club-coordinator/.
- □ Annual Offering: Share the enclosed 2021 Annual Offering Commitment Form with your church leadership. Note: This year, there's a new option to submit your club's offering securely online at gemsgc.org/club-coordinator/.
- □ Leader Lists: Enclosed is the current leader list we have on file for your club. Please review, update for the 2020-2021 season, and return to the GEMS Global Office by October 15, 2020.
- Operation Christmas Child: Help GEMS reach their goal of packing 7,500 shoeboxes. National Collection Week is November 16-23, 2020. (See the enclosed flier for more information.)
- Faith & Fun For Girls At Home: Keep GEMS going at home. Let your GEMS girls' moms and/or grown-ups know of available resources. Photocopy the enclosed flier or visit https://gemsgc.org/club-coordinator/ to print or email.

## 4. CONNECTION

Sister, we value you! Let's stay connected so you have everything you need to serve with excellence during this unique season. You are not alone!

- Emails: Are you receiving emails from gemsgc.org? (You might find us in your spam or promotions folder). Not sure? Contact **hello@gemsgc.org**.
- □ **Club Coordinator Facebook Page:** A special place for all active GEMS Club Coordinators where connection and encouragement take place. Join us!
- □ Your Stories: We love hearing how God is working in and through your club. Please share your pictures and stories with us. Email: stories@gemsgc.org.
- Social Media: Follow GEMS Girls' Clubs. Info below!





