

UNIT

Saint Station Planner

Recruit Leaders and Helpers

Recruit Saint Station Leaders to run the Saint Station for each grade. Designate at least one helper for each Saint Station. If you have a large parish, you can have more than one leader and one helper for each grade.

Plan Logistics

Select a location for each Saint Station. Make sure there will be enough space for participants and that the locations will have tables and chairs.

Use the following grid to help you plan the Saint Station sessions.

Date: _____ Time: _____

| Grade | Leader | Helper | Location |
|-------|--------|--------|----------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |

Hold a Saint Station Volunteer Meeting

To make the Saint Stations at your event a success, follow the steps below to hold a meeting for the Saint Station leaders and helpers.

Date: _____ **Time:** _____

Place: _____

1. Welcome and thank volunteers. Distribute photocopies of the How-to Guide, *Saint Stations*, (pages 10–11) and review the agenda of a Saint Station with volunteers. Review the Unit theme and Year theme. Remind leaders that the instruction they will provide at their Saint Station will take the place of the Unit Opener in *Finding God*.
2. Distribute the corresponding posters to each grade-level Saint Station Leader.

Meeting Checklist

- Photocopies of How-to Guide, *Saint Stations*, (pages 10–11) for all volunteers
- Photocopies of Blackline Masters for each Saint Station Leader
- Materials for Saint Station Leaders
- Name tags

| Grade | Featured Saint |
|-------|----------------|
| 1 | |
| 2 | |
| 3 | |
| 4 | |
| 5 | |
| 6 | |

3. Distribute photocopies of Blackline Masters for participants and related supplies. For Blackline Masters, go to www.loyolapress.com/IGFE.
4. Answer questions from the group and meet with individual leaders and helpers as needed to address questions specific to their grade-level Saint Station.

Meeting Notes
