

Miles for Missions Checklists

Before the Walk-/Run-a-Thon

- District's organizing team formed
- Team leader selected/appointed
- Location and time for event verified
- Route for walk-/run scouted out and determined
- Publicity/promotion of event planned and assigned
- Flyer for event designed
- All churches in district notified and flyer & sponsorship form distributed
- Related events planned (e.g., music, band, refreshments, song sheets, etc.)
- First Aid station & personnel
- Publicity for Imagine No Malaria and Mission Central (posters, brochures, etc.)
- Treasurer for event appointed
- Registration Table (to collect sponsorship forms and collect money after the walk/run)
- Water & beverage station (with coolers and ice)
- Snacks (If wanted)
- Wrist bands for participants
- Large Poster/s with instructions for walkers and runners
- Request sent to Bishop and/or District Superintendent if they are wanted on program to speak
- Clean up team arranged

At the Walk-/Run-a-Thon

- Team members arrive early to set up
- Instruction posters set up in advance for walkers and runners
- Publicity tables, first aid table, water/beverage station in place
- Treasurer and registration table in place
- Music/band
- Megaphone or microphone

After the Walk-/Run-a-Thon

- Clean the site
- Send notes of thanks
- Share good news with churches in district of monies raised at the event