



## VOLUNTEER COMMUNICATION

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Plan and communicate your VBS information in advance and volunteers will love you even more! This will give volunteers a chance to get excited about this event, share invites with their friends and other families, and clear their schedule so that they can be a part of this week! Create a document that has all of the bulleted items below (a template has been provided for you in your Planning folder). Here's the email we suggest sending. Just copy, paste, edit, and send!

Hey team!

We are just a few weeks away from our summer VBS! We can't wait to see how this summer grows kids' connections with God and with others. Before VBS begins, though, we wanted to make sure you had all the most up-to-date information, like . . .

- The schedule.
- Areas where you can volunteer.
- What kids are allowed/not allowed to bring.
- Emergency contact information during VBS.
- Pick-up and drop-off instructions.
- Dates of meetings and workdays.

Please read the attached bulletin carefully, then let us know if you have any questions by responding to this email!

Thank you!