

## PASC Workshop Committees

### Closing Dinner and Activity

- Arrange for microphone
- Arrange for podium
- Should delegates sit by color group? Or anywhere? If by color group – should the committee make colored table decorations?
- Where will the staff sit?
- Who will be the MC's?
- How will the dinner start? (Remarks/Directions)
- Will there be a moment of silence? Who will lead?
- How will the dinner end? (Closing and final directions)
- What announcements need to be made?
- Is there a speaking role for any staff member or workshop director? If so they need advanced notice.
- If dinner is a buffet what will be the order of the tables to go to the buffet? Who will direct?
- Will there be any entertainment or music?
- Will serious or goofy awards (Who's Who) be given out?
- Should there be a print program?
- Dinner/Decoration Theme?
- Closing Social Activity
- Theme / decorations
- Special activities during the dance
- Music
- Refreshments
- Set up and Clean up

### Coordinating

- Review of workshop schedule and activities
- Provide feedback on workshop sessions
- Approve and coordinate activities and requests made by other committees
- Express new delegate ideas and concerns to the workshop director and staff
- Plan an activity/refreshment time for delegates after Tuesday night Junior Olympics
- Evaluate the workshop and make recommendations for the future.

### Delegate Program

- Provide an opportunity for individual delegates and groups of delegates to share their talents and interests in a positive atmosphere
- Survey delegates regarding their talents and interests
- Actively work to engage all delegates in some way in the Delegate Program
- Create opportunities for delegates and staff to have fun on Wednesday evening. Could include several activities within the designated block of time
- Consider initiating a part of the activity or skit for which each color group is responsible

### **Final Vespers**

- Final opportunity for delegates to utilize their talents and skills
- Each presentation sort be short
- Presentations should be upbeat and positive
- Candles and candleholders are available
- Some part could be done indoors while other parts could be done outdoors
- Use portable sound system?
- Staff had warm fuzzy story as part of the closing
- Sheets of paper are available to give to delegates for order of presentation
- Could include group songs or sing-along

### **Recreation**

- Ascertain what facilities are available at what times
- Ascertain what PASC and college equipment is available
- Plan a limited number of activities. What games could be done in the pool?
- All recreational activities do not need to be athletic.
- Recreation committee could put together their own music/dance on Monday Night

### **Workshop Report**

- Prepare an end-of-the week visual presentation.
- Can include pictures and music
- Prepare parts of workshop report for PASC.net website
- Delegates can take digital pictures
- Can reflect on memories from staff as well as individuals and color groups – written summary
- Can include materials from Vespers, Reflections, and Final Vespers – written summary