

Project Planning Pack



Background of Hope MK

Hope MK is an annual 4 day youth event, around 150 young people aged 11 – 17 who are connected to local churches sign up for Hope MK each October half term. Hope MK is co-ordinated by a core team of volunteers from different churches and run as a **Bridgebuilder Trust** project in partnership with **Scripture Union**. Hope MK inspires and equips secondary age young people for local mission through projects which are led by many local churches of different denominations and Christians from local organisations. Mornings are spent at New Life Church in Wolverton Mill and include a mix of worship, teaching, games, team building, training and lunch! In the afternoon, teams are transported to various projects across MK for hands-on mission activities. Teams are collected from the projects to return to New Life for dinner followed by a time of debrief, reflection and prayer before going home at 6pm.

What are we asking of you?

We invite you to offer a community project that would meaningfully engage a team of around 8 – 12 teenagers from approx. 1pm to 4pm on the four afternoons of Monday 23 – Thursday 26 October (half term).

Projects vary but fall into 3 different categories:

- **Practical** - Hands-on practical activities that transform a visual space; may include litter picking or low-skilled decoration/gardening/maintenance etc.
- **Social** - Activities that engage with groups/individuals from the community – family drop-in, kids' club, sports, lunch clubs etc.
- **Spiritual** - Assisting with a Christian holiday club, praying for people, face to face evangelism etc.

The specifics of each project can vary slightly each day but we would ask you to keep within one of these three categories so that the young people on your team are aligned as much as possible to their preferences and skill sets.

Aim of projects

To engage young people in supporting and transforming communities across Milton Keynes. The projects are supposed to help young people understand the connection between their faith in God and what it means to serve him. It will be important for you to explain and reinforce for the young people the connection between the practical work they're doing and the positive impact it could have in sharing hope with the community.

Research and decide what your project will be

Find out what kind of project will really benefit the community – what needs are there? As you start to plan your project it's important to invest some time talking to others as it is often in discussing our plans and ideas with others that fresh thinking and new ideas can spark imagination.

Arrange to meet with others in your church but also perhaps the parish/town council, community mobilisers, and local community organisations etc. to discuss the issue/need you are planning to address, and how you plan to go about it. They may have some valuable information or advice which will help to shape your project or the approach you were planning to take.

Partnership

Hope MK is all about working together: across the city, through multiple churches/denominations/youth groups. There may be groups/churches or organisations who share the aim of your project and it would be well worth seeing how you could work together. When speaking with local organisations about working together, it is important to make it clear that Hope MK is a Christian initiative as some may be reluctant to be involved for fear of being seen to 'endorse' a particular faith. If they understand your aims for the project and are still happy to work in partnership, that's great, but if they feel unable to continue, make sure to thank them for any advice they have given.

Project staff

Each project needs to be led by a minimum of two adults (some activities may require more). **One of those leaders will need to attend the morning sessions too (so will need to be available all day) to oversee the team of young**

people. It is your responsibility to recruit the number of adults you require to serve on and lead your project, ideally from your church or organisation; if you cannot do this or cannot provide a leader to be with the team in the mornings we may have a small pool of adults who volunteer to serve as part of Hope MK without a specific project in mind, please ensure you make us aware.

Project Team

The 8-12 secondary age young people assigned to your team will be your responsibility; we will provide you with their emergency medical details and contact information. We will do our best to ensure a good mix of ages, and will aim to assign a Junior Leader for each team. The Junior Leaders will be sixth form students or older, and will assist you with the running of the project. They will be able to assume some responsibilities, but will still need to be supervised by your project staff. The project staff and team leader should encourage the team throughout the week and receive their feedback on the project.

Timings

Projects will run on four afternoons from Monday 23 to Thursday 26 October 2017. We plan to get teams to projects at approx. 1pm. Teams will leave projects and head back to the main venue between 3:45 and 4pm ready for tea and reflection. Your project will need to accommodate the team for 3 hours each day (some of this will be preparation, briefing and clearing up time).

To run a project you need to:

- Plan and provide a project that will engage a team of young people for 3 hours a day for four days.
- Submit the project registration form.
- Provide 2 adult leaders (designate 1 adult leader who will be the main contact and liaise with Hope MK).
- Ensure your adult leader(s) sign up with Hope MK online and have a DBS clearance through your church/organisation (if not we will need to complete a DBS check with the leader).
- Have a qualified first aider at your project and supply a basic first aid kit.
- Complete a risk assessment form for the project and submit this to Hope MK leadership.
- Cover any costs and provide any resources required to fulfil the project – i.e. tools, gloves etc. for gardening (if you have trouble with this we may be able to assist).
- Ensure your church/organisation is insured for whatever project is being undertaken (if relevant).
- Be responsible for your project team, encouraging them and being aware of their wellbeing.

What Hope MK provides:

- Support in the planning of the project.
- Transport to and from the project venues for the project team at the designated times (if needed).
- A team of 8 -12 willing and energetic teenagers ready to serve God in your church / community.
- Connection to the Hope MK leadership team in case of emergency and the contact details of the Pastoral Support Team who will be able to assist with any issues which may arise.
- If needed – we can try to find a team leader to work alongside you in supervising the young people during the mornings and afternoons to help deliver a meaningful and engaging project.
- If needed we can try to provide resources or funds to run your project if you or your church cannot do so.

Finally... Thank YOU for considering taking on a project. Hope MK has been transformational in the lives of the young people on the project teams and for those who have been blessed by them!

Feel free to contact the core team at any time to talk things through at: hello@hopemk.com or by contacting one of us directly (Becky Lawrence, Marco Loxley, Steve Murrill, Tony McGinley, Simon Barker)

Project Registration Form



Please complete this form and return it to us by **7th September 2017**

Project title: _____

Location of project (list all expected locations if this will be different each day): _____

Will your team require transport to the project or is it within walking distance of our venue? Yes please No, we can walk

Brief description: _____

Churches/Orgs Involved: _____

Primary contact (project leader): _____

Email: _____

Mobile: _____

Who will lead the project each day (if different from above) _____

Will this person also be there in the mornings and evenings too to supervise the team of young people? Yes No

Secondary contact (project assistant): _____

Email: _____

Mobile: _____

Who will assist with leading the project each day (if different from above) _____

Will this person also be there in the mornings and evenings too to supervise the team of young people? Yes No

Do you believe you can meaningfully engage a team of 12 people in your project? Yes No If no, how many? ____

Project aim: _____

Project benefits (how your project will benefit the community): _____

Project outline (roles and tasks the team will complete each day): _____

What resources will your project require? _____

Are you able to provide these resources yourself? Yes No

If your project is outdoors at any time you will need a meaningful alternative plan to engage your team in inclement weather, please outline what you could do instead _____

You can send it by email to hello@hopemk.com or by post to the following address:

Hope MK, Bridgebuilder Trust, Bridge House, 1 Second Avenue, Bletchley, MK1 1ED

Hope MK is a project of Bridgebuilder Trust and is run in partnership with Scripture Union

