

PE101: Deliver Recreation Programs and Events

Overview *(DRAFT)*

This learning event introduces a recreation programming process. Recreation staff and volunteers plan, find resources, prepare venues, promote, coordinate, lead and evaluate programs and special events. By applying a series of steps to this process, you can make it more manageable. Engaging community members in these steps shares the workload and ensures relevant programs and events.

PE101 - Deliver Recreation Programs and Events was designed and prepared by Brenda Herchmer with input from Cindy Underhill and editing by Caroline Sparks. The Planning Model was adapted for Recreation North from a 10-step planning process owned by Grassroots Enterprises and originally developed for ARPA's ACE Communities. Changes to content and materials require consultation with Brenda Herchmer. Development was funded by the Arctic Inspiration Prize.

Week 1 Activities:

Week 1 learning opportunities will introduce an approach to program delivery that you can use for your program or event plan from RP101 (Plan for Success). You'll learn to recognize different staff-driven and community-driven strategies for delivery of recreation programs. By reviewing the steps to engage community and deliver programs you'll develop a clearer vision for your recreation program or event and ways to make delivery more manageable. Follow these steps for a successful learning experience this week:

1. Review the slides in Presentation-PE101.
2. Before the first conference call, consider the question: How does, or could, your community reflect the five priorities of the National Recreation Framework (slides 4 and 5)?
3. Join the conference call and be prepared to share your reflections on the question. If you cannot join conference call #1, post your response to the question in the Forum.
4. After the conference call, work on the PE101 Workbook for RLA#1 and post your plan before the 2nd conference call.

Required Learning Activity #1 (Part 1)

Due: before the first conference call

1. Consider the question: How does, or could, your community reflect the five priorities of the National Recreation Framework (slides 4 and 5)?
2. Be prepared to discuss your reflections during the conference call. If you are not able to participate in the call, post your reflections to the Forum.

Week 2 Activities:

In Week 2, you will explore the application of the planning and delivery process described in the Presentation-PE101 slides and workbook by developing your plan for the event or program. Follow the steps below to successfully complete PE101 by the end of Week 2.

1. Review the Presentation-PE101 and download the PE101 Workbook.
2. Complete RLA#1 (Part 2) and post your plan for your event or program before the 2nd conference call.
3. Join the second conference call and be prepared to share what you learned from completing the Workbook. If you cannot join conference call #2, post RLA #1 (Part2) to the Forum and listen to the recording.

Required Learning Activity #1 (Part 2)

Due: before the second conference call

1. Download the PDF or Word file of the PE101 Workbook. Using your event or program plan from RP101 Plan for Success (or another project you choose) complete the steps in the workbook. Post your plan before the second conference call.
2. Join the 2nd conference call and discuss what you've learned about delivering recreation program and events by using this approach.