



LQ Leader Checklist

Logistics:

- _____ Fill out and mail or fax the completed Participant List to the Tentmakers Office (at least 1 month before your week of LQ).
- _____ Make sure all travel arrangements are made and communicated with students and their parents. Check if there are other groups in the area going to camp your week of LQ to see if carpooling/traveling together is an option.
- _____ Make sure all students and adults in the group have a copy of the Health Form and the Packing List/Information Sheet so they know what to take and have all other necessary information. Bring these to camp, do not mail them in advance.
- _____ Print a copy of the map to Wilderness North. Do not use Map Quest directions because you may not get to camp the easiest way (or not at all). GPS will get you to camp.
- _____ Send in the balance of the money due for all students and adults, at least three weeks before your week of LQ.

Leadership:

- _____ Be in prayer for your students, leaders, and the week as a whole.
- _____ Communicate with your team leader to be sure you are clear on all of your delegations for my week of camp. Make sure you have copies of the workshops, campfire talks, and/or coordinator roles that have been delegated to me and that I understand my delegations completely.
- _____ As least two weeks before my week of LQ, make sure you have read over your delegations and have prepared to lead any workshops or campfire talks that have been delegated to you. (The days are full and your pre-time will be minimal.)
- _____ Meet with students to discuss their expectations and goals for Leadership Quest..

Adult Leader Prep:

- _____ Review the week with your adults to help them know what to expect. Explain the IQA Bible study method to them. If you are new to Tentmakers, the IQA Bible Study is in the Developing a JAM (Jesus and Me) Time workshop. You can get a copy of this workshop from your team leader.
- _____ Review the Developing a JAM Time workshop with your leaders to help the first day go smoothly.
- _____ If you or any of your adults or students have a Personal Management plan please bring it so you can continue your work.

The day you leave for Leadership Quest, please do the following:

- _____ Collect medical forms from all students and adults in the group and bring to the first day (remember to bring yours).
- _____ Make sure you have the Wilderness North map/directions before leaving town.
- _____ **Be sure to fill up your gas tank in Duluth on the way to camp.**
- _____ If you are running late, please call camp when you are in Duluth so we know when to expect you.
218-848-2323.