



Christian Emphasis Committee – Sample Chart of Work

Putting Christian Principles into practice through programs that build spirit, mind and body for all.

This sample chart of work his helpful to get a good sense of the planning required to execute the ideas of the Branch Christian Emphasis Committee during the year. You can see both the forward looking aspect of the chart, where things are being planned for 3 to 6 months in advance. You can also see that time is left for review on events or initiatives that had been recently completed.

January

- Prepare for St. Valentine's Day Project
- Easter Project Tentative Planning
- Workplace Bibles Study Update –
- Women's Bible Study Update
- Metro CEC Kickoff Prayer Event Review
- Operation Christmas Child Evaluation
- Angel Tree Evaluation
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February

- St. Valentine's Day Project
- Draft Plan for Easter Project (April)
- Workplace Bibles Study Update –
- Women's Bible Study Update
- National Day of Prayer Tentative Planning (May)
- Community Prayer Breakfast Plans Update (April)

March

- St. Valentine's Day Evaluation
- Community Prayer Breakfast Plans Update (April)
- National Day of Prayer Update (May)
- Workplace Bibles Study Update –
- Women's Bible Study Update

April

- Finalize Easter Project Plans
- Community Prayer Breakfast Update
- Association CEC Meeting
- Religious Event Planning
- Workplace Bibles Study Update
- Women's Bible Study Update

May

- National Day of Prayer (May 4, 2000)
- Workplace Bibles Study Update
- Women's Bible Study Update
- *Mother's Day Project*

June

- Begin Promotions for Backpack Program
- National Day of Prayer Evaluation
- Women's Monthly Bible Study Update
- Association CEC Meeting
- Workplace Bibles Study Update
- Women's Bible Study Update
- *Mother's Day Evaluation*
- *Father's Day Project*

July

- Continue Promotions for Backpack Program
- Workplace Bibles Study Update
- Women's Bible Study Update
- *Father's Day Evaluation*

August

- Collect and Distribute Backpacks
- Workplace Bibles Study Update
- Women's Monthly Bible Study Update

September

- Thanksgiving Project Planning
- Backpack Program Evaluation
- Workplace Bibles Study Update
- Women's Monthly Bible Study Update

October

- Angel Tree Planning
- Operation Christmas Child Planning
- Thanksgiving Project Planning
- Workplace Bibles Study Update

November

- Thanksgiving Project Final Planning
- Angel Tree Update
- Operation Christmas Child Update
- Workplace Bibles Study Update
- Women's Monthly Bible Study Update
- Committee Recruitment
- *Annual Committee Planning Session*

December

- Thanksgiving Project Evaluation
- Operation Christmas Child Update
- Angel Tree Update
- Metro CEC Kickoff Prayer 2002 Planning
- Workplace Bibles Study Update
- Overview of Chart of Work and Committee Responsibilities
- Committee Recruitment