

# **TRAINING MODULE FOR NGTD FLOATER/SUPPLY CHAS**

The following training module is designed to provide the fundamental training for one serving as a Floater/Supply Cha on a Tres Dias of North Georgia weekend. This material is to be used by the Head Floater/Supply Cha to train the other Floater/Supply Chas. It is designed to be delivered during the section meeting time of the Team Meetings. The modules are divided into five sections and are intended to be covered in 15-20 minutes per module. It is intended that most teams will have 7-8 team meetings in preparation for the weekend, and that a five of those meetings they will have time for section meetings. If a team meeting is a double meeting, then the Head Floater/Supply Cha may want to review two modules.

This training module does not replace the Floater/Supply Cha Job Description that every Floater/Supply Cha should receive and become familiar with. Rather, these modules are used to explain them and to break down the assignments of the Floater/Supply Cha into brief training sessions to be delivered by the Head Floater/Supply Cha.

## **Training Module 1**

This first module is designed to allow time for all the Floater/Supply Chas to get to know each other a little better and to begin to build a sense of team. It will also allow for a brief introduction into the service responsibilities of a Floater/Supply Cha. It is not a complete review of the service responsibilities as these will be covered in future training sessions.

### **Introductions**

Even though each member is given the opportunity to introduce themselves at the team meeting, it is recommended that you spend a few minutes getting to know the other Floater/Supply Chas. This is a good time to build camaraderie with those that you will be working closely with.

### **How Your Job Fits Into the Weekend/Brief Job Overview**

You will work closely with the storeroom chas to provide table chas and other team members with supplies they need for team and candidates alike.

You will also be called upon to to make trips to the store for the needs that arise. Wal-Mart is the usual destination.

You may be needed to assist dorm chas in providing drinks in the morning for the candidates as well as in the evening after decuria and chapel. They will do the set up but may need you to supply the drinks.

## **Chain of Command**

Floater/Supply Chas are responsible to the Head Floater/Supply Cha. The Head Floater/Supply Cha coordinates and directs all of the activities of the Floater/Supply Chas. The Head Floater/Supply Cha is responsible to the Assistant Head Cha and Head Cha. The Assistant Head Cha coordinates and directs all the activities of the weekend from outside the Rollo Room and will be your primary contact point. The Assistant Head Cha and Head Cha take their direction from the Rector who is ultimately responsible for the team meetings and the weekend. The Rector is responsible to the Secretariat of Tres Dias of North Georgia.

## **Training Module 2**

### **During Team Meetings**

Coordinate with, and get to know the Storeroom Chas and the Head and Assistant Head Kitchen Chas, as they will be your closest working partners on the weekend.

### **Before the Weekend Begins**

Consult with the Rector about any special requests he/she has about beverages for weekend.

### **Daily Responsibilities**

Start each day with prayer

Be familiar with the table cha's system for cups/serving trays so that you can help them when needed.

Be ready for the "rush" after each rollo. In serving beverages, develop a system that works for both you and the table chas that will enable them to serve their candidates in the shortest time possible.

Help Floater/Supply Chas help put General Palanca Letters on wall following Divine Aid rollo while candidates are in chapel.

Empty trash every day as needed. Keep storeroom straight and ready to serve drinks at all times.

Be ready to line the hall with other chas when candidates move from place to place.

It is your job, to make trips to store (usually Wal-Mart) as needed. This would include, but is not limited to, any special requests by candidates for an item that you do not have.

Help storeroom chas with supplies, dorm chas with their beverage needs and other cha areas if needed. Offer to assist table chas in cleaning and straightening rollo room at meal times and during evening chapel.

### Sunday Clean up

Assist storeroom chas in cleaning the storeroom thoroughly. Put unused supplies back in storage closet, clean and unplug coffee makers and hot water pot. Give the weekend couple an inventory of beverage supplies that are left as directed to do on Wednesday night.

### Training Module 3

This module is designed to align the service responsibilities of the Floater/Supply Cha with the schedule of the weekend. The Head Floater/Supply Cha should get a copy of the weekend script/schedule to review with the Floater/Supply Chas for this module.

### Training Module 4

This module is designed to review all supplies that Floater/Supply Chas will need or need access to on the weekend. It is important to know when these items are needed as it relates to the schedule, and where they come from so items can be available when needed.

You may want to combine this module with the Storeroom Chas so that all of you will be familiar with the supplies on the weekend.

### Training Module 5

This final module is to review any items that still may be in question. The Head Floater/Supply Cha should use this time to review any questions that the Floater/Supply Chas may have. Also if a Floater/Supply Cha has dropped from the team and a new one added, then the Head Floater/Supply Cha should use this time to bring the new person(s) up to speed.

### **Final Review and Questions**

- ◆ The Head Floater/Supply Cha should review the following
  - Any supplies the different Floater/Supply Chas have agreed to bring.
  - When they should arrive at the Send-off location or The Camp of Colors.
  - Check dates to make sure no festivals or events are in Dahlonga that may interfere with your trips to Wal-Mart. The Dawsonville Wal-Mart is not much further and is much nicer/larger. **Dahlonga.org** has a calendar.