

# leadership resources

## planning template

\_\_\_\_\_ (your club name)  
**2020-2021 Planning Document**

### 1) Mission Statement

- a. We highly recommend creating your own personal club mission statement based on your club goals. Please see the sample mission statement below:

Brookwood Minds Matter creates a school environment that encourages open discussion of mental health, individual empowerment, use of appropriate mental health resources, and positive coping strategies.

### 2) Club Meeting Logistics

- a. \*Students across the country have different schedules for the 2020-2021 school year. Use the outline below to plan out where/when/how your club will meet.

Our club will meet:

Day of week \_\_\_\_\_ Time \_\_\_\_\_

Meeting Frequency \_\_\_\_\_ \*Meeting Room \_\_\_\_\_

Adult Sponsor attending \_\_\_\_\_

\*Meeting link \_\_\_\_\_ \*Meeting platform \_\_\_\_\_

### **3) Planning Activities / School-Wide Events**

As part of the OMM program there are activities that we highly encourage you to complete. We will send you recommendations throughout the school year. By completing suggested activities you will help your club earn swag and funds for your club.

You are encouraged to plan two school wide “events” or week-long campaigns spread out over the year, use your school’s academic/master calendar (and your planners) at this meeting to assess timing of events as they relate to quarters ending, testing weeks, etc.

Please note we recognize that schools across the country have untraditional schedules for the 2020-2021 school year. Thus, leveraging social media and other online platforms is a great way to host school wide campaigns. You can check out [Instagram](#) for ideas.

Use the table below to map out when you’ll be completing activities. You are encouraged to rotate meeting leaders.

\*denotes that the club will determine the date the goal is completed.

goal	responsible	when	completed
Collect Attendance	Leaders & Members	At club meetings	
Active Social Media		Ongoing	
Hold Interest Meeting*			
Promote OMM Club*			
Complete Mental Health 101 Activity*			
Complete Resource Awareness Activity*			
Complete Coping Skills Activity*			
Hold School Wide Campaign(s)*			

# club roadmap



## Minds Matter 2020 - 2021 Roadmap

