

Programme Planning Workbook

**By Jarrett Dean Smith,
National Activities Officer,
National Federation of 18 Plus Groups**

THE PERFECT 18 PLUS PROGRAMME!

What and what not to include:

The 'A' side;

1. Current logo should be featured prominently on the programme. The group's own logo (if it has one) should only be included in addition to rather than replacing the above and it should be well drawn, not a tacky cartoon.
2. The words '**18 Plus group**' should be included, not '18+' or any bastardised variants of the above (eg, Activities Plus). 18 Plus is our proper, corporate title and should be that used, regardless of what people personally feel about it.
3. Date of currency of the programme.
4. Well drawn map, preferably placing the venue in relation to local landmarks such as the town centre, transport links or important buildings. Include street names and/or A or B roads.
5. Meeting time, day and venue of the group. Groups that meet in pub venues might find it worth stressing that the group meets in the function room and not the pub itself.
6. Local public transport links (if any).
7. Other local 18 Plus groups plus meeting dates and times.
8. General information about 18 Plus as a whole. Useful facts include:
 1. Age range - 18 to 35.
 11. What 18 Plus is all about; a social and/or activities organisation.
 - iii. Stress 18 Plus is national.
 - iv. Mention the self-run/voluntary/non-profit making aspects.
 - v. Information on membership fee/room subs.
 - vi. Total membership numbers, exaggerate upwards if preferred but not too much (4,000 nationwide is a feasible figure but don't mention that this includes associates!).
9. 18 Plus's national address and phone number, plus any Area answer phone number/ P0 Box address if there is one.
10. Some sort of 'new members are welcome' phrase, particularly if programmes are distributed widely as publicity aids.

11. The petrol bit.

The 'B' side;

12. Include all weekday and weekend events, preferably together.

13. Avoid uses of initials in the event listings if possible, spell out the event instead, the benefit of new members not familiar with Plus jargon.

14. Include all Area events (from your Area diary), even the boring ones like conference

15. Also include all National scale events; not just the holidays but training or 5(development weekends, plus the sporting or specialist ones (Now Get Out Of That, Ann Conference, etc). Even if just one member of the group is interested in going, that is (member that will benefit. If space, also include brief details of the events such as location format, etc.

16. Sponsorship; approach your venue pub or a local restaurant. If you promise to hold a meal out there or some other incentive, they may be only too pleased to pay for an ad your programme in return, particularly if it is widely distributed to the public (the money you get should facilitate this!).

17. The 'events may change' disclaimer (being 18 Plus, at least one or two will!).

18. Committee details; include all names and contact numbers plus the chairman secretary's address (in case a prospective enquirer is not on the phone or would prefer write). Mention committee meetings as well to try and educate the rest of the group that things don't run on their own and that they are more than welcome to come along and ha some input!

Then after all that, make sure that the programme is clearly typed, well designed and well printed. If no one at your group has a suitable word processor or desktop publisher, it worth the money to get the programme professionally printed instead of making do with a tatty sheet of paper. The group programme is probably the group's most important public tool, both internally and externally and its importance in conveying a good first impression of the group and 18 Plus, as a reasonably professionally run outfit should not underestimated!

PROGRAM PLANNING WORKSHEET-

Name- _____

WEEKEND ACTIVITIES: -

Please tick below any activity that interests you!

We are looking for more activities on the program but still feel that compromises may be necessary to keep expenses down.

Your committee works hard! We would like you the members to contribute by committing yourself to organising activities your interested in.

Remember it's your club – make it work!

Ice Skating	Ski-in	Paintball	Archery
Climbing	Bowling	Laser Quest	Casino
Theatre	Cinema	Comedy Night Gigs	
Kareoke	Dog Racing	Horse Racing	Jalopy Racing
Motor Racing	Karting	Fun Fair	Hed'sford Races
Meals out	Orienteering	Pony Trekking	Walks
Canoeing	Dragon Boating	Boating	Canal Boat Party
London	Peak District	Birmingham	Warwick
Pool	Swimming	Youth Hosteling	Duck Hunt
Tracking	Video Night	Games Night	Museum Visit
Dudley Zoo	Dudley Tunnel	Treasure Hunt	Dome Nightclub
Scholars	Bear & Skittles	Cadbury World	Badminton

IDEAS -

WHAT YOU WOULD LIKE TO ORGANISE -

CLUB NIGHT ACTIVITIES: -

Club Nights are central to Eighteen Plus, that's why we have to be so committed to getting them right.

While the committee will offer maximum support to the club, it's you – the members – who must contribute to making Club Nights work.

Bear & Skittles	Talent Night	Mock Trial	Give Us A Clue
Have I Got News?	Play Your Cards	Blankety Blank	E'ry Second Counts
Kareoke	BBQ Social	Darts & Social	Pool
Who's It Belong To?	Duke Box Jury	Bake & Social	Who's Baby?
Call My Bluff	Shooting Stars	18 Plus Quiz	Trivial Challenge
Generation Game	Strike It Lucky	Mad Hatters	Tea Party
Moral Maze	Feel & Poke	TV Addicts	Film Quiz
Photo Quiz	Scavenger Hunt	Pictionary	Survival Game
Who's Gift?	Fantasy Sex	Advert Quiz	Plan a Way Night
18 plus Video Night	Who's Who	Countdown	Boys v Girls
Who's Parents	Enigma	Dingbats	Quick on the Draw
Scruples	Bullseye	Paper Search	Battle of the Sexes
Famous Faces	Ex Pluser Night	Agony Uncle	Blockbusters
Food Tasting	Fantasy Football	Who Am I?	Where Am I?
Chinese Whispers	Memory Quiz	Team Games	Puzzles

IDEAS: -

TALKS: -

Any talks need to be arranged before the program goes out, if necessary think about the next program.

The club depends on you the members to arrange the activities!

Supernatural	Hypnotism	Palmistry	Astrology
Paranormal	Goast Hunting	Private Detective	Crime
Fire Service	Armed Forces	Territorial Army	Police
Yoga	Local History	Family History	Emerg'y Planing
CAMRA	Rotary	Round Table	Lions
Internet	Amateur Radio	MP	Councillor/Mayor
Psychiatrist	Refelxology	Survivalist	Cultist
Sex Therapist	Local Press	Canals	Archaeology
JP Talk	Train Spotting	Pigeon Fancying	Ferret Keeping

IDEAS: -**WHAT YOUR WILLING TO PLAN: -**

EXAMPLE PROGRAMME 1:

Higham 18 Plus Diary

July

Tuesday 6th July - Beer drinking at The Red Well, Wellingborough
Tuesday 13th July - Bar Skittles at The Duke in Woodford
Tuesday 20th July - Quiz night – see Jeff for details
Tuesday 27th July - Driving Range, Northampton

August

Tuesday 3rd August - Quiz night – see Dave Bell for details
Tuesday 10th August - Ice Skating in Milton Keynes, see Claire for details
Tuesday 17th August - Quiz night – see Angela for details
Tuesday 24th August - Dry slope skiing – see below for details
Tuesday 31st August - Quazar either at Northampton or Kettering – see Angela for details

September

Saturday 4th September - Bowling Challenge, see below for details
Tuesday 7th September – Cinema trip
Tuesday 14th September - Karen's quiz night at The Carriage House
Tuesday 21st September - Quiz night – see Dave Edgeworth for details
Tuesday 28th September - Quiz night and programming – see Mike for details

All the above events will take place at 8.30pm unless you hear otherwise, but if in doubt (and especially if you haven't been down for a while), phone one of the Committee!!

Dry slope skiing

Higham goes on the Piste again!! This time we're going to try and get an amazing two groups going. There'll be tuition for the absolutely terrified and also another class for those who know what a snowplough is (and can do a good impression of one).

Prices and exact times are to follow. Apres Ski cocktails will be strongly encouraged!!

The Ten Pin Bowling challenge

Higham are going to throw the gauntlet down and challenge some of the surrounding groups to a quick thrashing with some big shiny black balls. We hope to get an alley full of contestants, so watch out for the flyers.

Coventry 18 Plus Monthly News Sheet

presents for your enjoyment
the following programme of events
during this month



Sunday 1 st	Murder Mystery Night at the Dukes
Monday 2 nd	Committee meeting
Thursday 5 th	Club night
Saturday 7 th	Explorer day in the Lakes
Monday 9 th	Badminton
Thursday 12 th	Club night
Sunday 15 th	Cross-bay walk
Tuesday 17 th	Pub games evening
Thursday 19 th	Club night
Friday 20 th	5 th annual beach barbecue
Sunday 22 nd	Walk
Tuesday 24 th	Cycle to Conder Green
Thursday 26 th	Club night at the White Cross Pub
Saturday 28 th	Ali's Party
Monday 30 th	Film at the Dukes

What's on?

Sunday 1st

Murder Mystery Night at the Belgrade Theater

The Belgrade runs Murder Mystery evenings occasionally, tonight might be one of those occasions. At time of going to press we're not sure of exact details, but it involves turning up, having some alcohol (as long as you're not driving obviously), mingling with other sleuths and trying to follow the clues to solve a mystery. If you're interested let Pat and Angie know a.s.a.p. 555487

Monday 2nd

Committee meeting

7.30pm at the Greyhound. All members welcome, but you can't vote on contentious issues! [What contentious issues? Heckling is allowed. Ed.]

Also **today is the deadline** for the murder mystery weekend on the 18th July (see below for details).



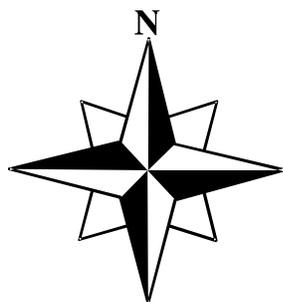
Wednesday 4th

Deadline for Last Night of the Proms

Last day for group booking. Anyone interested in the Last Night of the Proms at Leighton Hall please contact Nicky or Jarrett. Price £16. The event will take place on July 4th, you can buy your own ticket and join us if you wish.

Club night

First club night of the month at the Greyhound Pub. Your convivial hosts are Andrew and Matt. Starts at 9pm. Tonight's quiz question is 'What do you add to powdered water?'



Saturday 7th

Explorer day in the Lakes

Have a fun day travelling in and around the Lake District on public transport. Destination unknown, but leave your car at home and let the bus/steamer and train take the strain. No doubt calling in at a few pubs along the way. Contact Neil on 55535 for info.

Monday 9th

Badminton

It's a game of two halves Des, and it's got a net down the middle. Most likely at Kingsway Sports Centre in Lancaster, please call Neil 55535 for times and venue.

Wednesday 11th

Club night

Alex and Adam will be acting as your hosts at the Greyhound at 8.45pm tonight for the Mock Trial “Is Mike a Stalker?”

Sunday 15th

Cross-bay walk

1.30pm Arnside to? Kents Bank (sorry can't read Fred's writing here!) and the train back. Maximum 15 people, 3 hour walk. For further information contact Dave I 55524.

Tuesday 17th

Pub games evening

No, not darts, more like dominoes and other traditional ones. Golden Lion in Lancaster at about 8pm. Contact Matt 55519 for details.

Wednesday 18th

Club night

The hosts are Venita and Wayne for “Blind Date”. OK it's club night, many people will have read about or been to loads of them before and if you've not, well get along to this one to find out what the fuss is about.

Friday 20th

5th annual beach barbecue



Jenny Brown's Point in Silverdale will be the location once more for a fantastic night of good food, good company and fresh air. See in the dawn of the solstice if you have the stamina or enough drink. Bring your own food for the barbecue and some wood to burn (no wood preservatives please, creosote burgers are not nice). We'll be flaming up at about 7pm.

Contact Steve Ashton and Charlotte (555487) for a route map. Team games like rounders are usually played after the grub, we might need fluorescent balls.

Sunday 22nd

Walk

Ambleside to Red Screes. Wainwright describes this walk as ‘a friendly hill holding no terrors for those that climb it’. It is 8 miles and 2400 feet of ascent (i.e. about 20% bigger than our previous walk up Wetherlam). Contact Dan on 555053.

Tuesday 24th

Cycle to Conder Green

Starting at 6.30pm from outside the George & Dragon on the Quay in Lancaster, we'll be following the old railway line along the river to Conder Green. As you'd expect with us hosting, there is a pub involved at the end of the line, the Stork (grub too?). The snag is we have got to cycle back. Can you be arrested for being drunk in charge of a bike? Contact Pat and Angie 555487

Wednesday 25th**Club night**

You genial hosts being John and Nicky. If you run out of conversation topics, tonight's quiz question is 'What did the person who invented the drawing board go back to when they wanted to start all over again?'

**Saturday 28th****Annie's Party**

Come to my dez rez for an absolutely fabulous bash, darling! No insurance needed, just a bottle. Please ring beforehand to let me know numbers. [Contact Ali at a club night - she didn't leave her number - Ed.]

Monday 30th**Film at the Dukes**

Meet John in the foyer to see 'Brassed Off'. Phone 555694 to check the start time.



ADVANCE NOTICES

Saturday 12th July**Canal Cruise Party**

Three hour cruise with buffet, bar and music. (Bring your own cassettes if you like.) Meet at the Navigation Bar at 7pm, barge leaves at 7.30pm. Limited numbers so book early with Steve 555421. £8 per head plus a little extra for the buffet.

Friday 18th - Sunday 20th July**Murder Mystery Weekend in Buckingham**

A weekend of suspense, intrigue and hilarity at the Four Pillars Hotel, in Buckingham. Not cheap (£93) but I can guarantee it will be good! 'Deadline' is June 2nd. Contact Ali 55519 by then with a £20 deposit. Limited places.

Weekend in Whitby in July

Come to Whitby for a ~~dirty~~ 'Dracula' theme weekend. We will hit Whitby sometime on Saturday, planning to stop over in some ~~seedy~~ luxurious B and B on Saturday night. Fangs will be provided! This is the centenary year of the publication of Dracula by Bram Stoker. Perhaps we could all start off with a Dracula film on Friday evening. This could be a Fangtastic weekend. Phone Pete on 555924 if you're interested. The date hasn't been decided yet and will depend on who wants to go.