



**hope outdoors**

# Hunt Event Guide

## Thank You!

Thank you for considering being a part of Hope Outdoors. Our mission is to help physically challenged and critically ill men, women, and children carry out their hopes and dreams of outdoor experiences through hunting & fishing events.

Our prayer is that God will bless you and all your volunteers as you move forward toward making your event a reality. Should any questions arise during your evaluation and planning process, please do not hesitate to call us. We are here to help you have a great experience and hopefully be a lifetime supporter of the Hope Outdoors ministry.

This brochure will help you to understand what it takes to put on an event and the steps that you will need to follow to make it happen.

**Let's get right to it!**

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**The first and most important step is to recruit a team to commit to help you pray for the event and all that will be involved. In this team you will also need to fill several leadership roles that are outlined below.**

## **LEADERSHIP ROLES OUTLINED:**

### **1. Hunt Master**

- The Hunt Master is the leader of the team.
- He/she will be responsible for making sure all of the other champions follow through with their main line of responsibilities. He will also need to plan the schedule of events, promote the family atmosphere, arrange music/worship leader, and arrange for someone to lead in the devotion time. This person will also be the support person to work as the liaison between everyone involved in the event and the Hope staff.
- The hunt master will also need to plan and administer at least two group meeting with all the volunteers. This will give volunteers the opportunity to ask questions, and become more involved in the planning process. This will give the Hunt Master the opportunity to make sure all volunteers are aware of what their responsibilities are during the event.

### **2. Landowner Champion**

- Meet with land owner before event is booked.
- Stay in constant contact with land owner answering any questions. (how to handle disabled participants, is lodge adequate)
- Communicate event schedule and specifics to the landowners
- Determine what land owner is willing to provide. (food, volunteers, guides, lodging, etc)
- Determine the landowner's expectations of Hope staff.
- Work with landowner for medical personnel to be on site during event.
- Ask land owner about restroom facilities. If they do not have enough to handle the group, or if they are not wheelchair accessible, they should consider renting portables





## LEADERSHIP ROLES (CONTINUED):

### 3. Participant Champion

- Notify participant that they have been chosen to attend an event.
- Get as much info as possible regarding their limitations, how many will attend the event with them, if they will require a license, etc. Have them fill out an application and send it in if possible.
- Send info to volunteer coordinator. This info lets volunteer coordinator know how many volunteers are needed for the hunt. 2 volunteers per participant.
- Send participant/family necessary maps as well as event schedules and lodge info.
- Be on-site at beginning of event to greet families as they arrive. This person will be the go to person for the families should they require assistance. This person may recruit help with this requirement if they can not attend the event.
- Follow up with families after the event to see what they liked, didn't like. This will help us be more successful in the future.

### 4. Volunteer Champion.

- Compile a list of potential volunteers for each event. (This will change with location of events. This person will have to work with the local contact of the event location.)
- Make contact with each signed up volunteer, communicating expectations, and schedules, and each person's role during the event.
- Find out if any of the volunteers have special talents that they would like to share during the event. (piano, guitar, sing, etc)
- Assign 2 volunteers per participant.
- Allow time for participants & volunteers to get to know one another.

### 5. Meal Champion

- Recruit local retailers or individuals to donate food and drinks.
- Coordinate appropriate accommodations. (i.e. large food tent, tables, and chairs)
- Assign volunteers to help cook, serve, and clean up.



**1. How many participants will I need to accommodate?**

We typically allow the land owner to answer this question. It generally depends on their accommodations. Past events have included up to 15 participants at a time. Sometimes this decision depends on the comfort level of the host.

**2. Will my accommodations will be sufficient to handle the needs of the participants and their family?**

Depending on the participants that will be involved, the majority of the sleeping arrangements need to be on the ground floor, or be accessible by ramp. We do allow participants to bring other family members, but try to keep that number under 4. Therefore, the accommodations will need to sleep all of the participants and their family.

**3. How many volunteers will I need?**

Typically, we like to see 2 volunteers per participant. We do allow volunteers to bring a family member, depending on accommodations. Volunteers may be willing to sleep at their own homes and just show up early and leave late. These expectations should be set at the onset of the event.

**An example would be as follows:**

1 participant and 3 family members:	4 people
2 volunteers and 2 family members:	4 people
1 videographer	1 people
1 to 2 Hope staff	2 people
3 or 4 extra help	4 people
So, 1 participant could include as many as	15 people

**4. What type of hunting stands do I need?**

Most of the time large ground blinds will do fine as long as the view is sufficient. There may be as many as 4 people in one blind, a participant, a family member, a guide, and a camera man. If we are filming, we will make preliminary arrangements before the event. Sometimes we do have participants that can climb.

**5. If the participants are from out of state, who handles making sure the proper licenses are obtained?**

The Hope staff will assist in this matter however your participant point of contact (Hunter champion) will obtain information about age and hunter safety.

**6. How do the participants in wheel chairs get to and from stands?**

The participants that are in wheel chairs typically will need to drive the van they arrive in back and forth to the stands. This requires roads that are in good condition. You will have some participants that are able to travel in a side by side to and from their stand.

**7. Who provides the liability insurance? Is the land owner covered?**

Hope Outdoors supplies the liability insurance which covers the land owner, the participants, and the volunteers, provided all forms have been filled out and signed, and all safety guidelines have been followed.



## Hope Outdoors Tennessee Hunting Schedule (April)

### DATE:

Hunt dates are April 27 through the 29.

### DETAILS & INSTRUCTIONS:

Meet in Columbia, TN at Hardees on the corner of highway 412 and 31 at 5:30pm on Thursday the 27. Drive from there to the hunting camp which is about 30 minutes from Columbia on highway 412. There will not be a supper provided on Thursday night, so eat before you come. The hunting camp belongs to Mr. Bill Dickerson.

### Schedule:

#### Thursday the 27th

6:00 to 7:00	Arrive and get settled
7:00 to 7:30	Orientation (Everyone involved, hunting or not, <b>MUST</b> be present at the orientation for insurance purposes)
7:30 to 9:00	Fellowship
9:00 to 9:30	Lights out

#### Friday the 28th

5:00am	Get on Up! (and blast a big nasty long beard)
10:00 to 11:00	Brunch served
11:00 to 3:00	Fellowship and rest (Snacks will be provided during this time)
3:00 to Dark Thirty	Afternoon Hunt
7:00 to 8:00	Steak Supper
8:00 to 9:30	Devotional and Fellowship
9:30 to 10:00	Lights Out

#### Saturday the 29th

5:00am	Get on Up (and blast another big nasty long beard)
9:30 to 10:30	Brunch
10:30 to 12:00	Pictures and Fellowship
12:00	Go home

**\*This schedule is just an example to follow.**

You will make the necessary changes needed according to what type of event you are having.



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Hunt Event Guide

## IMPORTANT CONTACT INFO:

**Glenn Sansing, Executive Director**  
P: 251-769-0711

**Steve "Opie" Thomas, National Director**  
P: 662-231-9552

**Thank You!**

Thank you for being a part of Hope Outdoors.  
Our mission is carried out by volunteers like you.

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