



2016 Project Leader Timeline

Use this sample timeline and calendar template to coordinate Operation Christmas Child with your group.
More details are available at samaritanspurse.org/OCC-project-leader

	Jan	Feb
Mar	Apr	May
Jun	Jul	Aug

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Earlier In The Year

- Begin to pray over your shoebox collection and goal for this year.
- Cast vision and discuss plan with church or group leadership. Use "Taking Operation Christmas Child Churchwide" resource available at samaritanspurse.org/occ-project-leader.
- Decide if you're going to do a Project Launch Event and if so, begin to prepare for it.

September: Plan

- Order your Free Materials (Brochures, Promotional Inserts, Project DVD, etc.)
- Order red and green pre-printed shoeboxes
- Raise awareness by sharing Operation Christmas Child social media stories with your friends

October: Get The Word Out

- Promote shoebox packing during worship services or group events.
 - Show a short Operation Christmas Child video from samaritanspurse.org/occ-videos.
 - Provide "How to Pack" Brochures
- Set up a table or display for people to get information.
- Promote in bulletins or newsletters

November: Collect & Celebrate

- Host a celebration event and collect shoeboxes!
- Drop off your shoeboxes during **National Collection Week, November 14-21.**



September: Plan

To Do

- Order free materials (brochures, promotional inserts, posters, etc.) and pre-printed red and green shoeboxes from samaritanspurse.org/occ.
- Register your group to serve at a Processing Center. Registration week begins September 12.
- If you haven't already, meet with key volunteers to discuss your plan and goal for this year.

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5 National Collection Week is 10 Weeks Away! Labor Day	6	7	8	9	10
11	12 Processing Center registration week begins. Reserve spots for your group.	13	14	15	16	17
18	19	20	21	22 Need ideas for what to pack? Check out samaritanspurse.org/occ for a list of ideas	23	24
25	26	27	28	29	30	1 2016 Drop-Off Locations are now searchable online.
2	3	4	5	6	7	8



October: Get The Word Out

To Do

- Download Operation Christmas Child videos at samaritanspurse.org/occ-videos.
- Consider launching the project the week of October 2 in order to give shoebox packers plenty of time to prepare their gifts.
- Make regular announcements to your church or group so they don't forget when shoeboxes are due.

S	M	T	W	T	F	S
25	26	27	28	29	30	1 2016 Drop-Off Locations are now searchable online.
2	3 National Collection Week is 6 Weeks Away!	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20 Read the latest stories on OCC social profiles.	21	22
23	24	25	26	27	28	29
30	31 2 weeks until National Collection Week!	1	2	3	4	5



November: Collect & Celebrate

To Do

National Collection Week: NOV 14-21

- Hold a Celebration Event and collect shoeboxes.
- Drop-off your gift-filled shoeboxes during National Collection Week.
- Share your photos with @OperationChristmasChild and use the hashtag #ipackedashoebox

S	M	T	W	T	F	S
30	31 Two weeks until National Collection Week!	1	2	3	4	5
6	7	8	9	10	11	12
13	14 National Collection Week begins & Drop-Off Locations open! National Collection Week Opening Ceremony	15	16	17	18	19
20	21 Last day to drop-off shoeboxes	22	23 If your group is volunteering, update your Processing Center group size in your reservation	24 Thanksgiving	25	26
27	28	29	30	1	2 Learn what happens after the shoebox gift at samaritanspurse.org/occ	3
4	5	6	7	8	9	10



Speaking Points

Sample Two-Minute Announcement

Pray before, during, and after your announcement that people will hear what God wants them to hear.

- Briefly share about Operation Christmas Child in a way that is appropriate to the audience. Focus on WHY they should pack a shoebox and have a table in the lobby or other location where people can stop by to discuss the HOW.
- Choose a spiritual impact story that means the most to you, so you can tell it without reading. You can find stories at samaritanspurse.org/operation-christmas-child/occ-stories
- Wrap up clearly by requesting an action. For example: *I encourage you to pack a shoebox. If you packed last year, can you pack more this year? Come be part of the world's largest child evangelism effort!*
- Remember to smile – it relaxes you and everyone else in the audience!

SAMPLE: Good Morning, my name is [] and I'd like to share with you about Operation Christmas Child. This is a fun and easy project that anyone can get involved in. Operation Christmas Child brings good news and great joy to children all over the world through simple gifts. People like you and me pack shoeboxes with a “wow” toy (such as a doll, stuffed animal, or soccer ball with pump), school supplies, hygiene items, and other gifts, sending them off with prayer that God would bless a child in need. Every gift-filled shoebox is a powerful tool for evangelism and discipleship—transforming the lives of children and their families around the world through the Good News of Jesus Christ. I want to share one of these stories with you.

Twelve-year-old Erika who lives in the highlands of Peru asked her mother for a new pair of sneakers, but was told no because her mother was unemployed. So Erika began to pray for new shoes to replace her only, very worn pair. When she received her Operation Christmas Child shoebox gift, she found socks, soap, towels, notebooks, and even a pair of teal blue sneakers! “When I opened my box and found shoes, I learned that God can make miracles,” Erika said. That same day, she received Christ as her Lord and Savior. Erika later enrolled in The Greatest Journey. Her mother who is not yet a believer, said, “I’m happy my daughter goes to church. She teaches us what she is learning.”

Operation Christmas Child has delivered gift-filled shoeboxes to over 135 million children affected by war, poverty, natural disasters, and other crises in more than 150 countries and territories. Those are some big numbers, but each gift goes to a child--and every child matters. If you want to send a gift-filled shoebox this year, please visit me at the table in the lobby (at the back, etc.).

Sample Five-Minute Announcement

- Use a similar approach to the two-minute version above, but add a video from the Resource DVD or online that is within the time allotted and applicable for your audience.
- If time allows, the following could be included as well:

Each box needs to be sent with a \$7 donation to cover the cost of transportation in the U.S. and all the way to another country, as well as The Greatest Gift Gospel booklet which accompanies shoeboxes. You can even Follow Your Box online and find out where it went. If you want to send a gift-filled shoebox this year, please visit me at the table in the lobby (at the back, etc.).