Residence Life Program Planning Worksheet

Program Planner(s): ________________________________________________________________

Title of Program: _________________________________________________________________

Prospective Program Date(s), Time, & Location: ____________________________

Type of Program: (circle one) House    Hall

Materials: ______________________________________________________________________

Budget: __________   Funding: (circle one)    Hall Council   SA   N/A   Other

Program Description: The overall picture.

_____________________________________________________________________________

Program Goals (Circle one or more of the Baccalaureate Goals you plan to program around):

Skilled: Develop knowledge, intellectual and applied skills, and literacies;

Connected: Engage community and diversity, local stewardship, and global citizenship;

Creative: Demonstrate scholarship, artistry, and innovation;

Responsible: Act with commitment to ethics, leadership, professionalism, and sustainability.

Residents will know/will be able to…

1. ___________________________________________________________________________
2. ___________________________________________________________________________
3. ___________________________________________________________________________
4. ___________________________________________________________________________
5. ___________________________________________________________________________

Advertising: How are you going to inform residents about this program? Circle all that apply.

Posters/flyers    EMS TV*    Door to Door    Lobby Board    Internet Sources    Ad in the Leader Mailbox Tags    Mentioned at Hall Council

Other: (Use commas) _____________________________________________________________________

*All RA’s should be submitting their program to EMS via the Resident Assistant Resource page.

Procedure: Plan how you are going to facilitate this program.

_____________________________________________________________________________

_____________________________________________________________________________

Obstacles: What obstacles do you foresee? How can you prevent these obstacles?

_____________________________________________________________________________

_____________________________________________________________________________