



# FACE Family Circle Task Sheet

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Task	Parent Educator:	Parent Educator:	Name:	Name:	Name:
Create Flyer and Advertise Event					
Create Agenda					
Complete Group Connections Planning Guide and Record					
Identify Activity					
Facilitate and Present Information					
Contact Presenter					
Gather Incentives					
Complete Budget Request					
Order/Gather/Purchase Materials					
Take Photos					
Gather Group Connection Feedback Form					
Organize Transportation					
Set Up					
Clean Up					