



# TOP TIPS

## FOR ORGANISING A CHRISTMAS CRAFT EVENT

### STEP TWO:

#### Refreshments

A nice welcome drink is a way of making people feel pampered and makes it feel like a special occasion. I tend to have tea, coffee, and cake out for the whole event but that's up to you.

#### Craft tables

To help spread the work, why not ask two or three team members to each bring one (pre-arranged) craft?

Explain the importance of having everything you need on the table for the craft you are doing (scissors, glue, paper, baby wipes, etc). Ask the team to bring you the craft at least one day before.

#### Gift bags

Give out small paper bags so people can take away all the lovely craft they make. This is a great opportunity to add an invitation to your next event or Christmas service.

#### Pack down

A little time planning the tidy-up will help you keep your craft stuff organised for your next event. You won't feel like untangling Christmas lights at your spring fair!

#### ON THE DAY:

It is natural to feel a little nervous about the event.

However, having done all the preparation, you should feel confident that you have a lovely event planned. Enjoy it!

I was just thinking...