

TEAM BUILDING 101

Timeline

To Do

2-4 Months Before

- Register your team online at PolarPlungeWA.org
- Set team goals along with a plan to achieve them
- Start recruiting team members

2-3 Months Before

- Hold a team kick-off party
- Continue recruiting team members
- Begin collecting donations; It's never too early

1-2 Months Before

- Host a team fundraiser or fundraisers
- Encourage members to fundraise individually
- Make sure that all members are registered online
- Think about group attire or team costumes for the contest

1-2 Weeks Before

- Fundraise, fundraise, fundraise
- Communicate Plunge details to your team members
- Arrange a time and place to meet your team day of

Day of Plunge

- Meet your Plunge team at the planned location
- Ensure each team member checks-in onsite
- Take a team photo to save and share
- PLUNGE!

After the Plunge

- Collect any late pledges and mail them to Special Olympics
- Thank your team for their efforts and send any updates
- Host a wrap up party to recognize members
- Start planning for next year