

# Captain's Quarters

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## Choosing Your Staff

In order to run an organized and well-disciplined club, you should have a minimum of one worker for every 12-15 sailors. Below is a basic list of the necessary club workers.

1. **Club Captain.** This individual directs the club, teaches and rehearses with the children, and delegates responsibilities to the other workers. The captain does not need to be an advanced musician. Even those with very little training in music will find the club fairly simple to lead.
2. **Club Accompanist.** This person accompanies the choir during all rehearsals and performances. If an accompanist is not available, an accompaniment track that contains all of the songs for each volume (3 issues) may be purchased from Majesty Music in CD format.
3. **Club Co-captains.** These workers help the captain by taking attendance; checking devotional guides; listening to memory verses; distributing awards; aiding in discipline; and helping wherever needed during the club meetings and performances. Assign specific responsibilities to each co-captain to aid efficiency and to avoid confusion. Co-captains may also be used to team teach the lessons if desired.

## Your Club Schedule

Plan the club meetings and performances for each quarter (or the entire year, if possible) before it begins. Give a copy of the schedule to those it will affect (pastor, principal, music director, song leader, sound technician, church secretary, parents, workers).

## Club Disciplinary System

Good discipline is imperative for a successful club. Expect good behavior from the children beginning with the *first* club meeting. Children are happier and more cooperative when they have boundaries. You must make it clear where the boundaries lie, or the sailors will push you until these limits are established.

If you have a problem with one of your sailors, a simple phone call or a face-to-face conversation

with the parents will usually gain their cooperation regarding their child's behavior.

## Dues

If your church or school wishes, weekly or monthly dues can be collected from the sailors to help cover some of the club costs. Usually parents are not opposed to paying a small amount of money per week or month.

## Speaking Parts for the Performance

Each month, speaking parts for the performance are provided. Choose different children every month to perform these parts. Have these children stand separately from the choir and then join the choir after they have said their parts. Use your imagination and incorporate any costumes or props that would liven up the performance. Have the children act out the parts with as much creativity, expression, and enthusiasm as possible.

Include the Scripture memory verse(s) as part of the performance. Help the choir learn to recite with natural-sounding inflection and with enthusiasm.

## Promotional Ideas

Here are some ideas to help you promote PPC in your church or school:

1. Place a note advertising PPC in your church bulletin or school newspaper.
2. Use the club promotional poster to inform parents and sailors of the club program. A bulletin board display can also introduce PPC.
3. Have the Pastor or Sunday school teachers make special announcements in church services.
4. Send an introductory letter or e-mail to the children on your church's Sunday school roll.
5. Have a registration party. Invite all of the children who are in the right age group along with their parents. Introduce the PPC program, and display your copy of the *Sailor's Log*.