

Thursday Coverage Check

A one-page weekly reset for children's ministry leaders who prefer finding gaps on Thursday instead of Sunday morning.

Use this free check once each week. Circle or mark each line, then assign the next action to a real person.

Check	Question	Next action
Schedule	Are every service, room, and role visible for this Sunday?	Add the missing structure to your coverage tracker.
Availability	Have any volunteers or substitutes changed availability?	Update the availability list before contacting people.
Gaps	Which assignments are Open or uncertain?	Mark each gap and name the outreach owner.
Outreach	Has every open gap received a clear request and reply deadline?	Send the next message and log it.
Close	Is every gap Covered, Escalated, or intentionally adjusted?	Update status before the weekend.

The Thursday question

If someone cancels right now, do we know the next three realistic options and who owns the outreach?

Quick message

Hi [Name] - could you cover [role/room] on [day/time]? Please reply by [deadline] so we can close the plan. Thank you!

COL | Carlo Orlando Leadership | A useful free sampler from the Sunday Coverage Rescue Kit