



OPERATION TRANSFORMATION ACTION PLAN



Aim/Goal:		Setting up Operation Transformation in your club/community			
Tasks		Resources Needed	Responsibility	Timeline	Target
1	Consider what type of classes are suitable and available locally (circuits, bootcamp etc.)	Fitness instructors			Suitable classes for all fitness levels
2	Approach instructors	Contact details			Partnership with local instructors ideally
3	Organise a timetable of classes/ calendar of events	Venue, instructors & time table			Twice weekly classes
4	Arrange locations (for both the classes & the culminating 5K)	Clubhouse, community centres, pitches etc. Route			Appropriate venues & route
5	Check on insurance	Consider instructors, buildings and GAA (checklist & templates available)			Insurance compliant events
6	Develop registration form and waiver (for both the programme & the 5K)	Consider both hard copies & online formats (Eventbrite)			User friendly registration
7	Promote	Social media, club notes, club texts/email, newsletter, local shops, club ambassadors etc.			Awareness in the community
8	Invite local media, ministers, partners, County Health & Wellbeing Committee (CHWC) & other special guests to 5km	Press release template (Club Health & Wellbeing Manual) Invite/Email			Representation at 5km Piece in local paper/radio
9	Organise t- shirts and/or medals	Sponsors/local businesses			All participants have a keepsake
10	Consider chip timer for 5K	Software that records participants race time			All participants receive a text message with time
11	Arrange refreshments on the day after the race	Facilities for tea/coffee/water/ sandwiches/ fruit etc			Target local supermarkets
12	Consider special prizes on the day & presentation venue	Category prizes from sponsors/local businesses			Best motivator, Fastest Juvenile etc.
13	Get feedback from organisers & participants	Evaluation templates (Healthy Club Manual)			Plan...implement...refine!



Developed in conjunction with Aghamore's GAA Healthy Club project team



OPERATION TRANSFORMATION ACTION PLAN



Developed in conjunction with Aghamore's GAA Healthy Club project team