

Group Leader Milestones – Fall Cities 2010 (Based on 50 total seats)

January

- Attend the All Access Group Leader Event (January 14-16, 2010)
- Complete all steps in “Getting Started”
 - Build your team
 - Set your price
 - Establish your due date
 - Determine where your seats are
 - Have promotional materials ready
 - Determine your registration method (online, manual, or both)

February

- Attend the monthly Group Leader meeting/watch Group Leader video online
- Book hotel rooms (if applicable)
- Secure 10 seats, with deposits:
Ideas to help fill seats this month:
 - Reach in: Hold Kickoff Koffee and create Promotional Board
 - Reach out: Connect with 3 churches/organizations
 - Fundraise

March

- Attend the monthly Group Leader meeting/watch Group Leader video online
- Secure 10 seats, with deposits (20 seats total filled)
Ideas to help fill seats this month:
 - Reach in: Email/call those interested who have not paid deposit
 - Reach out: Connect with 3 churches/organizations
 - Fundraise

April

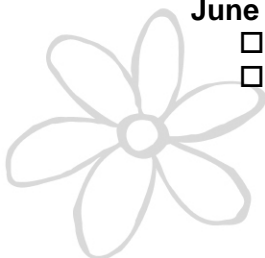
- Attend the monthly Group Leader meeting/watch Group Leader video online
- Secure 10 seats, with deposits (30 seats total filled)
Ideas to help fill seats this month:
 - Reach in: Extend the vision of Women of Faith to men
 - Reach out: Bring One Campaign
 - Fundraise

May

- Attend the monthly Group Leader meeting/watch Group Leader video online
- Secure 10 seats, with deposits (40 seats total filled)
Ideas to help fill seats this month:
 - May 2, 2010 National Women of Faith Sunday

June

- Attend the monthly Group Leader meeting/watch Group Leader video online
- Secure 10 seats, with deposits (50 seats total filled)
Ideas to help fill seats this month:
 - Reach in: Promotional Board
 - Reach out: Connect with 3 churches/organizations
 - Fundraise



- Create hotel rooming list (if applicable)

10 Weeks Before:

- Full Payment Due
- Attend last monthly meeting

NOTE: Register now for 2011 to make sure your group has terrific seats!

8 Weeks Before:

- Attend the monthly Group Leader meeting/watch Group Leader video online
- Create transportation schedule and car/van assignment list (if applicable)

4-6 Weeks Before

- Attend the monthly Group Leader meeting/watch Group Leader video online
- Receive tickets via mail from WoF and distribute to group with information sheet

3 Weeks Before:

- Confirm hotel accommodations (if applicable)
- Confirm transportation (if applicable)

1 Week Before:

- Call or email group members with a reminder

Day of Event:

- Distribute contact information to group members
- Attend the event
- Enjoy!

Follow-Up Idea (Optional, but Fun!)

- Host a post-event gathering
 - Share pictures and fun memories
 - Share plans for 2011
 - Encourage the women to think, “Who do you wish had been at this year’s event?” and invite them to 2011.
- Begin sign-ups for 2011

