

Multi-division coordinator orientation

November 18 - 20, 2011 Brussels, Belgium



Welcome and introduction

Dave Curry

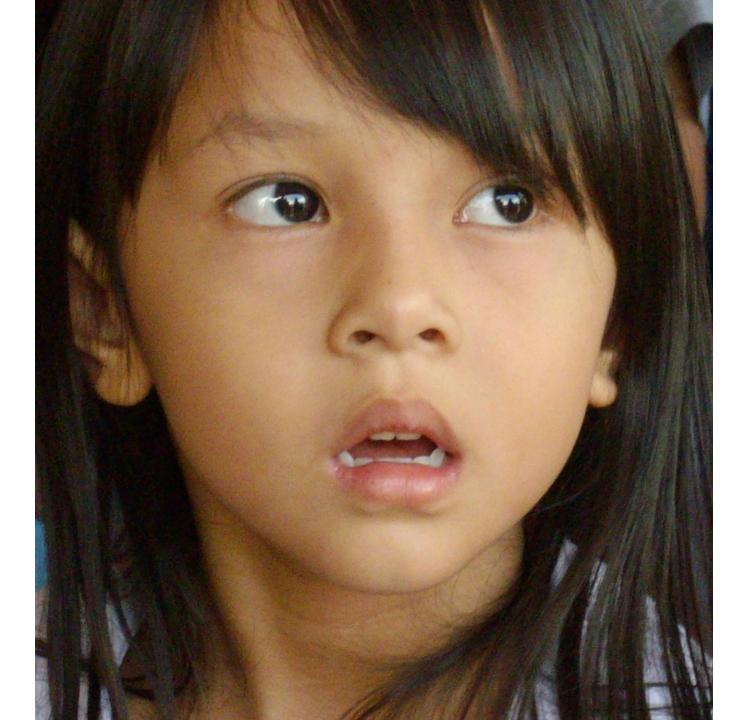














Thank You

- Your role is crucial
- Your involvement is paramount
- Without you, we cannot succeed





A historic moment

- For KI and KIF
- For mothers and children
- For the international community
- For us in this room





I am committed to The Eliminate Project because I believe...



Your materials

- Multi-Division Coordinator Guide
- Division Coordinator Guide
- Division Coordinator Training Guide
- Agenda

12

- Pledge form
- Sample campaign materials



Brief review of webinar content

Jean-Pierre Berton Lindsay Marciniak

See webinar overview handout





What is maternal and neonatal tetanus?

- Kills 1 baby every 9 minutes
- Kills 59,000 newborn children every year, often also killing the mother
- Excruciating effects for mothers and babies
- Effects triggered by light or touch





Babies and mothers are dying but there is a solution



- Highly preventable
- 3 doses of a 60-cent vaccine
- Immunity passed on to baby



What progress has been made?



- Success in 20 countries
- Partners with a shared commitment and past successes
- Governments of at-risk countries will do their part
- Kiwanis is the final push



A partnership to change the world



- •Kiwanis's strength in reaching leaders and communities
- •UNICEF's global staff and unbeatable supply chain
- •Reaching those not served by anyone



What we need to do

Save and protect 61 million lives



Close the funding gap and raise US\$110 million



Strategic objectives

- 1. Help eliminate MNT
- 2. Achieve the fundraising goal
- 3. Raise the profile of Kiwanis International
- 4. Increase membership
- 5. Strengthen Kiwanis' giving culture and relationship with KIF
- 6. Build a platform for future funding
- 7. Prepare for the next opportunity





Campaign overview

- 1. Communicate the story
- 2. Pledges over five years
- 3. Establish urgency
- 4. Comprehensive method
- 5. Build a leadership team
- 6. Focus on potential
- 7. Customize locally
- 8. Request extraordinary generosity
- 9. Say thank you
- 10. Celebrate success





The Eliminate Project: 2011-2015

CAMPAIGN TIMELINE

Now-09/2011

Year 1

Lead

10/2011-09/2012

Year2

Inspire

10/2012-09/2013

Year3

Participate

10/2013-09/2014

Year4

Achieve

10/2014-09/2015

Year5

Celebrate













Individual recognition: Walter Zeller Fellowship



Save or protect more than 690 mothers and their future babies.

Gift of US\$1,250 (one-time/over two consecutive years)

Donors receive:

- Walter Zeller Fellowship medallion
- Walter Zeller Fellowship lapel pin
- Personalized certificate



Communication resources



ELIMINATE

maternal/neonatal tetanus



















ELIMINATE

maternal/neonatal tetanus



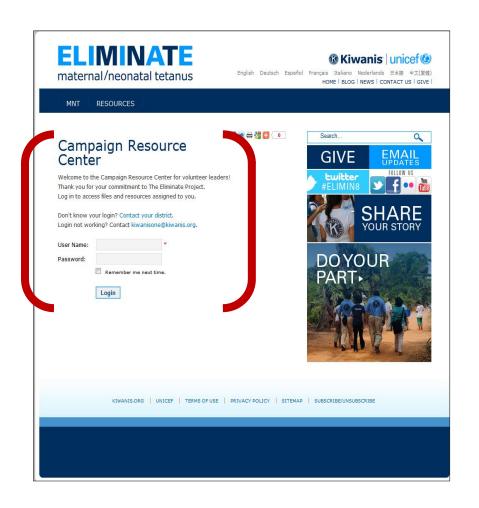








Campaign Resource Center log in



<u>Username</u> campaign2015

Password
Elimin8MNT

case sensitive



Questions and answers



Communication and reporting flow

Filip Delanote





The campaign teamvolunteer leaders

Past International Presidents

Lead Gift, Corporate and Foundation

Committee

SLP Subcommittee

Chairman

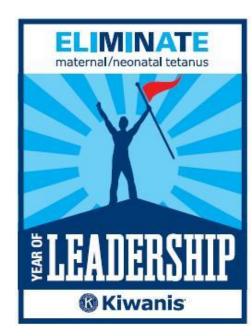
Vice-Chairmen

12 Region Coordinators

48 District Coordinators

162 Multi-Division Coordinators

800 – 900 Division Coordinators



7,700+ Club Chairmen





Serve as a campaign leader





Multi-division coordinator

- Take ownership of the campaign plan and goals
- Lead Division Coordinators and remaining team members
- Recruit and train Division
 Coordinators to guide their Club
 Chairs, Club Vice-Chairs and Club
 Treasurers
- Communicate information and progress out and report the same back in





The campaign teamcycle of communication

Kiwanis clubs seek support from campaign volunteers and provide feedback to the campaign office. Campaign Volunteer Leadership

Campaign volunteers provide feedback to the campaign office and share information with Kiwanis clubs.

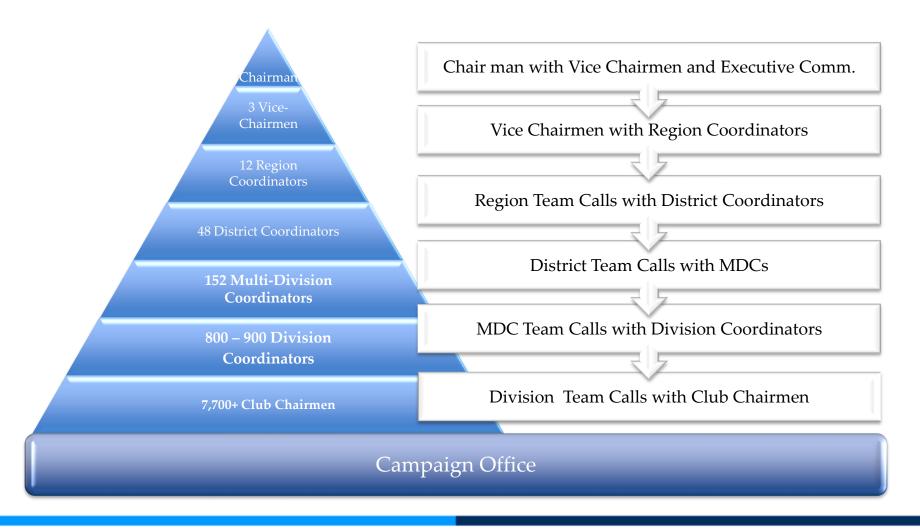
Kiwanis Clubs Campaign office guides messages to be shared with Kiwanis clubs and supports campaign volunteers.

Campaign Office





The campaign team - team calls





Reporting

Progress report/form submission will follow the campaign's leadership structure:

Club
Chairmen to
Division
Coordinator

Division
coordinator
to MultiDivision
Coordinator

MultiDivision
Coordinator
to District
Coordinator

District
Coordinator
to Region
Coordinator

Region
Coordinator
to Campaign
Executive
Team

Questions & discussion







Breakout sessions by district I





Questions and Discussion

- Do you have questions remaining on the information provided during the online webinar orientations?
- Specifically, do you have questions on the case for support, the campaign plan, the timeline, the recognition plan, or the resources?
- What is your impression of your role as a Multi-Division Coordinator?
- What appealed to you about the position and what, at this early stage, seems daunting or intimidating?
- How will you create a team atmosphere among your Division Coordinators?



Breakout sessions by district II





Questions and Discussion

- Customization of Materials
 - Discussion and exercise to customize materials by district
 - Opportunity to draft an insert for the fundraising brochure(s)
 - Provide direction on the proper address to add within the pledge form

Club fundraising





The comprehensive method



Customize:

- Choose the best combination of methods
- The more methods, the greater the fundraising success



Customize locally

A global organization like Kiwanis requires a fundraising plan with flexibility and cultural customization.







Accelerate: request extraordinary generosity

US\$110 million 100K Clubs **Lead Gifts Model Clubs**



Districts with Model Clubs

Switzerland-Liechtenstein Belgium-Luxembourg France-Monaco



Model Clubs

Kiwanis Club Zofingen Kiwanis Club Destelbergen Reinaert Toulouse Hermes St Exupery



Lead Gift Donors

Randolph and Drue DeLay

John Mayfield

Doug Schumann

Kiwanis Foundation of Canada

Milford and Lenora Hanna



Focus on potential

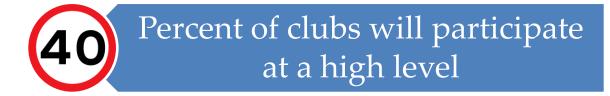


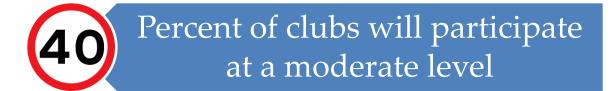
Fish where there are fish.



Evaluate fundraising potential

Our experience tells us the 40-40-20 rule will apply:





Percent of clubs will do little or nothing

Questions & discussion





Closing remarks

Dave Curry





An extraordinary start!





A picture tells 110 million words

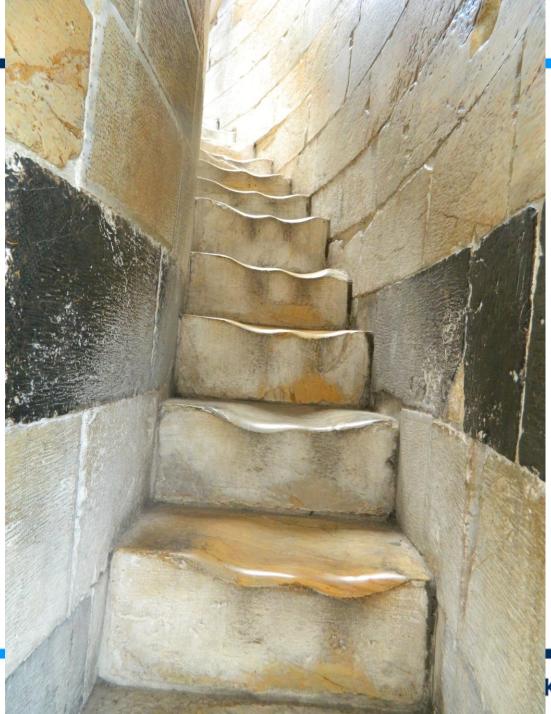












Kiwanis | unicef@





Twenty years from now you will be more disappointed by the things you didn't do.

Than by the ones you did do. Mark Twain



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Greeting from the Chair

Randy Delay



Review the fundamental points

Dave Curry





The comprehensive method



Customize:

- Choose the best combination of methods
- The more methods, the greater the fundraising success



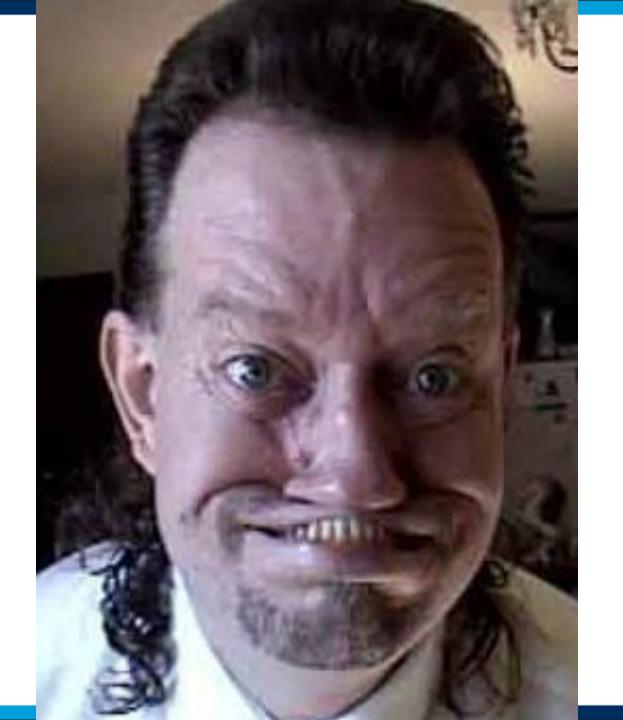


Multiple year pledges

Pledging maximizes the campaign's giving potential

 Gifts can be pledged over multiple years, up to a fiveyear period







® Kiwanis unicef **®**



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Identifying targets and goals

- Targets now, goals later
- Targets represent a starting point, touch points on the path to our goal
- The target is not the goal
- Goals are established by local leadership in 2013





"The greatest danger for most of us is not that our aim is too high and we miss it, but that it is too low and we hit it."

Michelangelo



Identifying high-potential clubs

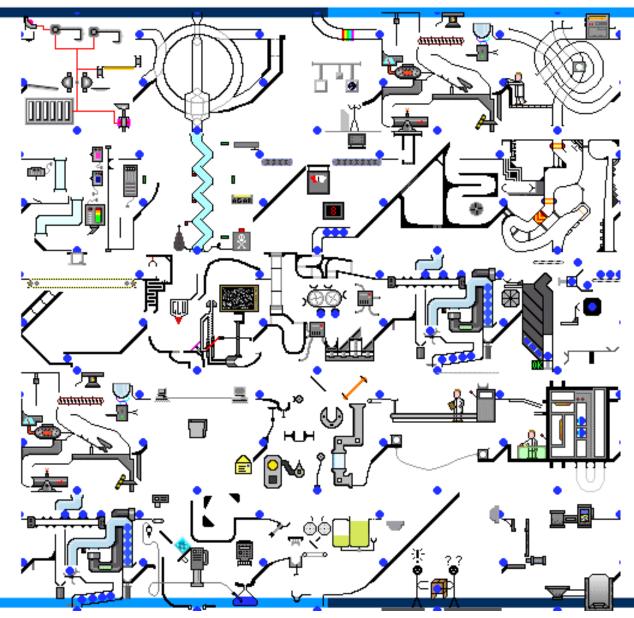
- Large membership
- High attendance or frequent and successful projects
- Proven history of fundraising success (IDD)
- Demonstrated enthusiasm for The Eliminate Project















wanis unicef





ALWAYS DO YOUR BEST

IT WILL BE DIFFERENT TOMORROW THAN IT IS TODAY

CAN'T JUDGE YOURSELF IF YOU TRIED TO DO YOUR BEST IN A SITUATION





"Don't judge each day by the harvest you reap, but by the seeds you plant"

Mike Murdock



"The difference between history's boldest accomplishments and its most staggering failures is often, simply the diligent will to persevere" - Successories

"Never give up, Never give up, Never give up, Never give up" - Winston Churchill





"If I find 10,000 ways something won't work, I haven't failed and am not discouraged, because every wrong attempt discarded is another step forward" - Thomas Edison

Questions & discussion





Introduce the "Train the Trainer" sessions

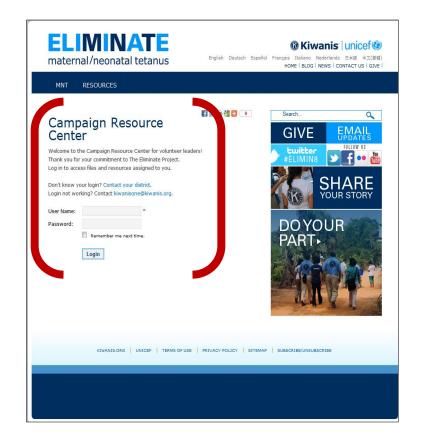
Ruth Pollak





Procedures and support from campaign office

- Campaign staff
- Campaign Resource Center
 - Username: campaign2015
 - Password: Elimin8MNT
- Division Coordinator Orientation kit
 - (by mid-November)





Materials for division coordinator trainings

- Division Coordinator Guide
- Division Coordinator Trainer's Guide
- Division Coordinator Training Video
- Other forms and brochures







Scheduling & leading orientations

When planning your Division Coordinator orientation consider all the logistics:

- Timeline
- Geography
- Equipment
- Venue





Timeline and geography

- Timeline
 - Allow two weeks
 - Training will last four hours
 - Consider a Saturday orientation
- Geography
 - Consider travel
 - Schedule in the most central location possible





Equipment and venue

- Equipment
 - TV and DVD set up
 - Computer and projector
- Venue
 - Home
 - Library
 - Community center
 - Kiwanis office





Division coordinator orientation facilitation

- Read introduction
- Play video
- Discuss "Important Points"
- Ask questions





Important dates

- January 1, 2012 deadline to recruit Division Coordinators
- February 15, 2012 deadline to train Division Coordinators
- March 15, 2012 deadline for recruiting Club Chairs
- May 1, 2012 deadline to train Club Chairs

Review the division coordinator orientations

Filip Delanote Ruth Pollak



Enjoy your lunch!









Practice by district





Objectives

- Become familiar with the resources
- Identify the main points in each of the seven sections
- Think about ways to facilitate a training
- Practice presenting the sections within your teams



Suggested Structure

First 60 minutes:

Review each section of the Division Coordinator orientation

Second 60 minutes:

Rehearsal for each Multi-Division Coordinator

District Coordinators will lead and facilitate group discussion

Questions?

Ask your region coordinator, a vice chairman, or a campaign staff member



Team Breakouts

- 1: Case for Support
- 2: Campaign plan overview
- 3: Role of division coordinator
- 4: Human impact and recognition
- 5: Club fundraising and activity
- 6: Personal giving why and how you should ask
- 7: Reporting and working relationships

Budget and administrative matters

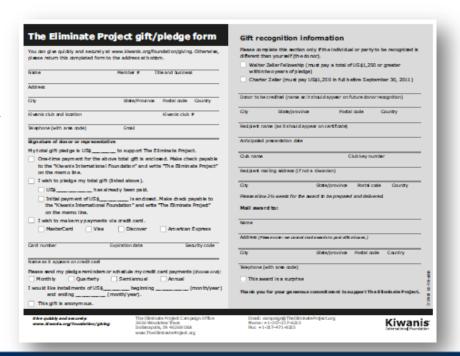
Lindsay Marciniak
Tore Strom





Campaign forms

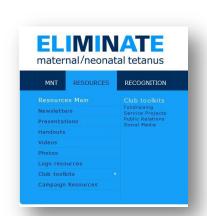
- All campaign leaders must complete the
 - Recruitment forms
 - Progress reports
 - Expense reimbursement forms (occasionally)
 - Surveys, questionnaires, etc.





Where to find campaign forms

- Appendix of the Multi-Division Coordinator Guide
- In your packet of materials
- On the Campaign Resource Center









Campaign budget

- Central planning and administration
- International campaign leadership orientations
- Select travel
- Campaign promotional materials, publications,

and communications





Good stewards

Every US\$1.80 not spent helps to save or protect one mom and her babies





Reimbursement process

- Complete a budget approval form
- Once approved, incur the expenses and keep all receipts
- Complete the campaign expense reimbursement form and submit it to The Eliminate Project campaign office
- One important note: all expenses must be recorded in US dollars for consistency
- It generally takes two weeks to process and reimburse the funds

Questions & discussion





Recruiting division coordinators

Peter Lux





Role of division coordinator

- Recruit Club Chairmen in each club
- Provide leadership to the division team
- Work with all clubs in their division
- Identify high-potential clubs and members
- Provide guidance to set initial club fundraising targets
- Manage communication and reports with Club Chairmen and Multi-Division Coordinators



Characteristics





Ideas: recruiting division coordinators

- Past District Governors, Lieutenant Governors, or Club Presidents
- IDD leaders
- Taken an active role in your division
- New Kiwanians, energetic and eager to take a leadership role
- Medical professionals who are passionate about the cause
- People who like to fundraise



Other ideas?





Recruitment process

Speak with Kiwanis leaders and campaign staff to build your Step 1 candidate list. Step 2 Speak with each candidate and explain the position in detail. If the candidate shows sincere interest, send a letter or email that briefly reviews your conversation and encourages a positive Step 3 reaction. While the candidate is considering the position, ask another Step 4 appropriate Kiwanis leader to encourage the candidate. At the appointed time, contact the candidate to determine his or Step 5 her response. Continue to motivate, reassure and encourage your candidate's acceptance. When a positive answer is received, complete the Club Chairman Step 6 Candidate Form and immediately mail, fax or email it to The Eliminate Project's campaign office.



Important points

- Complete the division coordinator recruitment form
- Recruitment deadline: January 1, 2012
- Orientation deadline: February 15, 2012

Questions & discussion





Wrap up

Randy DeLay





Review

- Outlined each section of the Division Coordinator orientation
- Discussed practical considerations
- Reviewed each of the resources available to you
- Worked with district teams
- Discussed ideas for recruiting Division Coordinators
- Introduced administrative and budget matters



Thank You!



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Opening remarks

Daniel Vigneron





The lives you are changing





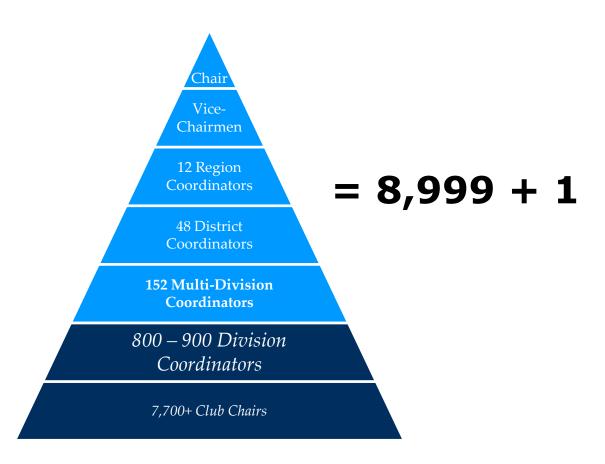
Inspiring this and future generations







A vital element to our success







I am committed because...









Nothing is impossible





We will...

Raise US\$110 million

Provide US\$1.80 per life

Protect 61 million mothers & babies





The best job











An impact like none other



 US1.80 \times 695 \text{ days} = US$1,250$

District presentations

Jean-Pierre Berton
District Coordinators



Questions and discussion

Jean-Pierre Berton Filip Delanote Ruth Pollak



Recap of orientation, next steps and closing remarks

Randy DeLay





Recap of the weekend

- YOU are vital to our success
- Communicate
- Inspire clubs
- Spread the word
- Use your resources





Recap of the weekend

- "New Money"
- Comprehensive method
- 40:40:20





Next steps

- Visit the Campaign Resource Center
- Select division coordinators by <u>January 1</u>
- Schedule Division Coordinator training
- ID Model Clubs & 100K Clubs
- Promote The Eliminate Project





A historic moment

- For KI and KIF
- For mothers and children
- For the international community
- For us here today



Thank you for your help





