

## **Events Director**

Role-Specific Training

## **Welcome**

- Thank you for becoming a member of your chapter's leadership board.
- Recording, Thrivent.com, and other board members, past and present, are good resources.
- Ask, research and be open to learning new ways.

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## **Getting started**

- Build relationships with other chapter leaders.
  - What is their role?
  - What's been done?
  - What would they like to do?

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## **Getting started**

- Get to know Community Engagement Team and regional financial office support staff.
- Check out online resources.
  - CHIP, on Thrivent.com.
  - "For Volunteer Leaders" section of Thrivent.com.

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## Role specifics

- Recognize chapter leadership board members and service team volunteers.
  - Standalone event.
  - Part of chapter meeting or other gathering.
  - Coordinate with update to volunteer recognition area on chapter website.

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## Role specifics

- Provide guidance and expertise to service teams as they plan projects and events.
  - Events that work or don't work in your community.
  - Days that work or don't work in your community.
  - Ask community service team director, director of congregational advocates and youth director to share experiences.
  - Post notes on chapter website or create service team cheat sheet.

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## Role specifics

- Help director of congregational advocates and Community Engagement Team plan congregational advocates training.
  - Training materials in supply.
  - Help find a venue, determine a date and time or lead the training.
- Help vice president plan annual chapter election meeting.
  - Committee will look to you for your planning expertise.
  - Delegate!

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## Role specifics

- Help communications director design and set up displays at events.
  - Scrapbook to showcase your chapter.
  - Table at chapter meetings with chapter and Thrivent Financial information.
- Be an ambassador for Thrivent Financial.
  - Talk with members and other attendees at events.
  - Direct them to table with chapter and Thrivent Financial information.
  - If they're not members, introduce them to your FR.

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## Your unique contribution

- Attend chapter leadership board meetings.
  - Hear about events and needs of other chapter leaders.
  - Get updates from community service team director, director of congregational advocates and youth director.
  - Provide feedback based on what you saw and heard.
  - Continually learning and revising strategies makes events better than the last.

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## Your unique contribution

- Work with Community Engagement Team to execute meaningful volunteer leader training.
  - You know what training is needed.
  - They have the expertise and resources to conduct the training.

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## Tools and resources

- CHIP, on Thrivent.com.
- Visibility Toolkit.
  - Thrivent.com > Thrivent Community > Volunteer Leader Resources > Visibility Toolkit.
- Member Social Activity Planning Checklist and Activity Plan Worksheet template.
  - Thrivent.com > Thrivent Community > Volunteer Leader Resources > For Chapter Leaders > Resources for All Chapter Leaders > Chapter Activities & Programs tab.

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## Tools and resources

- List of congregations or large Christian institutions within the chapter.
- Other chapter leaders.
- Community Engagement Team.

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## Tools and resources

- Member Connection Center
  - Call **800-847-4836** (800-THRIVENT) and say ‘fraternal’ Monday through Friday from 7 a.m. to 9 p.m., Central time.
  - Email [fraternal@thrivent.com](mailto:fraternal@thrivent.com).

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## What to focus on first

- Learn about your new role (Chapter Leader Roles page of Thrivent.com)
- Get to know chapter leaders.
- Read up on tips for conducting events.

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## Closing

- Topics for board discussion:
  - Background on Thrivent Financial and the chapter system.
    - Listen to the audio recording.
    - Read more at Thrivent.com.
  - Gaining access to and using the chapter online system.
    - Web is key. Find a way to access it.
    - Need help getting set up? Contact the Member Connection Center at 800-847-4836 (800-THRIVENT) and say ‘fraternal.’

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## Closing

- Care Abounds in Communities®.
  - Board’s primary role is to distribute these funds.
  - Learn about process:
    - Online.
    - In CHIP.
    - From a veteran at one of your board meetings.

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## Closing

- Follow Thrivent Financial’s privacy policy and practices.
  - Care program funding recipients must complete “Permission to Disclose Information” form.
    - Adult recipient version.
    - Parent/Guardian version.
    - Found in CHIP.
  - Provides Thrivent Financial with permission to use, disclose and publish recipient’s name and other pertinent information about recipient to plan, conduct, advertise and communicate results of fundraising activity for recipient’s benefit.
  - If qualified nonprofit organization is recipient, form doesn’t need to be signed unless person’s name or likeness published.
    - Could be employee or volunteer of nonprofit organization.

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## Closing

- Learning about RFO programs and focus.
  - Visit RFO website to find information about events, etc.
  - They can post information for you.
- Visit your own chapter website.
- Bringing it all together as part of the chapter system of Thrivent Financial.
  - Help your chapter run smoothly:
    - Tap into knowledge of past leaders and Community Engagement Team.
    - Read emails and mailings from the corporate office.

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## Closing

- Ambassador for Thrivent Financial.
  - Tell about your experiences and why you chose to volunteer.
  - Prewrite:
    - Pull together your thoughts in an “elevator speech.”

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## Closing

- Get more members involved.
  - Friends, church members, new acquaintances.
  - Help service teams get more members involved.
  - Plan activities with financial representatives.
    - Provide venues for financial representatives to meet people.
    - People learn about Thrivent Financial.

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## Closing

- You make an impact.
  - Today is focused on paperwork and processes, but there's more.
  - Chapter is like a foundation.
  - Reflect on what you've done and whom you've helped.
  - Share your thoughts and feelings with members and nonmembers.
  - Your attitude will be contagious.