Easy stages guide to a New Member’ Meeting

Introduction

Objective:

1. To give an overview of what is involved in being a Soroptimist
2. To give information on the international organisation (structure, etc)
3. To introduce the potential member to what your club has to offer (Programme Action projects and other activities)
4. To inform on financial commitment

What’s involved?

Planning  Programme  Programme Action  Expectations
Planning

1. Appoint a planning committee
2. Set a date convenient to the potential members
3. Invite a cross section of your membership (older, younger, experienced, etc – each to speak on a different topic)
4. Choose a meeting venue – member’s home or other suitable venue
5. Organise a programme

Programme

1. Mix and mingle (refreshments)
2. Ensure that an existing member sits next to each potential new member
3. Welcome
4. Invite each potential member to introduce herself (occupation, family hobbies, strengths, area of interest, dislikes, etc)
5. Introduce Soroptimist International – member/s with knowledge to speak on history, structure, Mission, Vision, International Dimension, UN status, Region/NA, etc (handouts can be given or use the website)
6. Invite questions

Programme Action

1. Highlight Programme action, work of Club, international projects, Days of Action (use photos/DVD)-Programme Action Officer or another experienced Member
2. Invite questions
Expectation (Potential Member)

1. Ask potential members to share their expectations (give time to think and write)
2. Invite questions

Expectation (Club)

1. Highlight the expectations of the Club using the Easy Stages Guide to Recruiting New Members
2. Commitment to participate in Club projects
3. Commitment to take office
4. Show a slide show of members actively participating in Programme Action
5. Ask a new member to give her perspective

Financial Issues

1. Explain membership fees – what it covers, Region/NA/country/ Network fees, Club expenses – Treasurer or experienced Club member
2. Explain the potential cost of events during the year
3. Explain how the Club raises monies for various projects
4. Invite questions