



# SOROPTIMIST

**Best for Women**

Soroptimist is an international volunteer organization for business and professional women who work to improve the lives of women and girls, in local communities and throughout the world.

## Club Communication Form - INSTRUCTIONS

**Purpose:** To toot your own horn! Federation board members frequently ask Region Governors to describe what the clubs in her region are accomplishing on a regular basis. Your club, which is doing great things, can easily toot your horn in 3 simple steps:

- (1) Designate one person in your club to complete this form (i.e. Vice President, Secretary)
- (2) Take less than 10 minutes to fill in the boxes,
- (3) Return the form to Region Board Designee at least 2x in a club year (February 28<sup>th</sup> and June 30<sup>th</sup>). [CONTACT: Sara Nichols, Governor Elect, email: [swaselchuk@yahoo.com](mailto:swaselchuk@yahoo.com); mail: 189 Plymouth Street, Stratford, CT 06614; tel. 203-521-2411 ]

**Instructions:** The recipe for a successful club includes activities focused in 4 areas: MEMBERSHIP, FUNDRAISING, PROGRAM, AND PUBLIC AWARENESS. Any event/activity may include one or more of the four ingredients. Below, complete for each event/activity your club has completed since July 1<sup>st</sup> (the beginning of the club year). Add as many pages as necessary.

**Example:**

(1) Event/Activity Title: Martinis, Massages, & More

Date of Event: Thursday, November 13, 2008

Primary Purpose:  MEMBERSHIP  FUNDRAISING  PROGRAM  PUBLIC AWARENESS

Additional Areas Accomplished:

<p>MEMBERSHIP <i>(# of prospective new members attended)</i></p> <p>3 prospective new members attended and picked up membership materials</p>	<p>FUNDRAISING <i>(raised \$X through raffle, auction, tickets, etc)</i></p> <p>A net gain of \$850 raised through ticket sales and silent auction</p>
<p>PROGRAM <i>(advancing the mission of improving the lives of women and girls)</i></p> <p>The funds raised will go to the award winner for the Woman’s Opportunity Award</p>	<p>PUBLIC AWARENESS <i>(announcement posted in newspaper, public flyers, radio, tv, etc)</i></p> <p>The event notice was posted on Facebook and flyers were distributed to the public.</p>