

Employee Group Meeting The 10-Minute Package

Opening Remarks	CEO & UW	1 minute
Campaign Speaker	UW Representative	4 minutes
Testimonial	Employee	1 minute
Incentives	Company	1 minute
Pledge Card Explanation	UW	2 minutes
Closing Comments	Company & UW	1 minute

Hold United Way meetings on company time and combine it with a regularly scheduled staff or safety meeting.

Take the meeting to the employees. Instead of having it in a conference room, why not bring it out into the work area. Invite the department head or CEO to say a few words in support of the campaign.

Have a prize drawing at the end of the meeting. Exchange tickets for completed pledge card.

Arrange to have employees share their experiences with United Way services or of Day of Caring with other employees.

Smaller meetings involving departments usually work better. Large flip charts will help to communicate some of the details, like payroll schedules, more effectively.

Jackson County United Way speakers and campaign video are excellent ways to spice up a company meeting. Speakers are available for both educational and inspirational topics. You may have a preference on which agency representative attends. Please check the list of agencies, give the office a call, and we'll try to schedule that person. Be sure to publicize the speakers ahead of time.