

Sample Weekly Group Training Call

Preparation: The Key to a Successful Call

- Read the weekly update and be clear about the requests. Check in with your Regional Coordinator if you are unclear about anything.
- Choose a mock or role-play to do on the call.
- Review notes from last call, what did people commit to do by this week? Be sure to follow up with them so they know you are serious about supporting them to achieve their goals.
- Lead by example. Prepare a mock for the call to model for your group.
- Create an agenda and vision for the call.

Sample Agenda for Your Call:

- Relationship Building (5 min)
 - Quick shares about life outside RESULTS.
 - Choose one person to tell two truths and one lie about themselves, have other group members guess the lie. Guaranteed to start your call off with a laugh!
 - Other relationship building games
- Inspiration (5 min)
 - Ask a different volunteer to bring their favorite quote each week.
 - Ask folks to share why they joined your group.
 - Have a group member share what they love about your group.
- Review Agenda (2 min)
 - Review agenda and then ask if anyone has anything to add.
- Speaking Exercise (15 min)
 - Choose a new mock or role-play each week.
 - What is RESULTS
 - Current Campaigns
 - First RESULTS Success
 - What is Political Will
 - An Invitation to Participate
 - Role-play Meetings with Congress, Media, Community Members
 - Ask volunteers to come prepared
 - Ask for volunteer to say what they liked and disliked about their mock
 - Give your feedback and then ask for the group's feedback as well
- Follow Up on Commitments from the Previous Week (20-30 min)
 - Use your notes and review commitments with each partner.
 - Take detailed notes on new commitments or how to support them as they move forward.
 - Help identify roadblocks and brainstorm how to work through them as a group.
 - Ask them what they will do and by when.

- Take detailed notes for the next call.
- Other Agenda Items (10 min)
 - Campaign Updates
 - Volunteer's Agenda Items
- Close the Call

Call Tips:

- ❑ Always be on time. Set the call up 5 minutes early and ask that your group is on time as well.
- ❑ Follow your agenda, but be flexible enough to throw it all out if there is an issue that takes precedence.
- ❑ Close personal relationships allow for deeper levels of commitment to each other and our shared vision of a world without hunger, make time to get to know each other.
- ❑ Lighten up. Laugh, tell jokes and have a good time. This work can be heartbreaking, so focus on the everyday success of being in partnership with other people who share your vision and your passion!

Group Leader Tracking and Support Materials

Active Partners: Name and contact Information

Name:	Phone Number:	Email Address:

Senator's Name and Point Person: (These can also be broken down into issues experts, ie. microcredit, Head Start)

Senator's Name and Point Person:

Representative's Name and Point Person:

Representative's Name and Point Person:

Media Point Person and Name of Local Papers:

Outreach and Networking Point Person or Persons:

Issues Experts and Issues:

Fundraising Point Person:

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Group Inventory Worksheet:

Where are we as a group and where do we want to go!

1. Group Goals:

- a. Media:
- b. Meetings with Members:
- c. Outreach and Letter Writing Meetings:
- d. Networking with Other Groups:
- e. Transition of Group Leadership (Ideally every year):
- f. Fundraising:

2. Group History:

- a. When was the last time the group generated an editorial?
- b. When was their last editorial board meeting? (where applicable)
- c. When was your last face-to-face meeting with your Representative and Senators?
- d. When was your last meeting with a congressional aide?
- e. When was your last outreach meeting, Party with a Purpose or fundraiser? When is your next event?
- f. Would your group benefit or individual activists benefit from outside coaching like joining the RESULTS Media Call or a RESULTS Basics call?

3. Group Planning:

- a. Does your group have a plan to transition group leadership?
- b. Has your group identified a media point person?

- c. Does your group have a Congressional point person for each member of Congress?

- d. Can your group develop issues experts on particular issues like health care or microcredit to work directly with the media and members of Congress on specific issues?

- e. If appropriate, has your group identified a fundraising coordinator?

- f. What actions have most inspired your group?

- g. Where does the group want to stretch itself and grow in the next year?

Weekly Support Tracking

Weekly Group Inventory and Commitment Worksheet

What is the group working on? Media, Meetings, Outreach, Milestones?	What has the group committed to doing by the next week or in the future?	What follow up and support was provided? Was there a success?
Date:		
Date:		
Date:		

(Make several copies of this sheet to have in your handbook or find it at results.org)