

PANEL DISCUSSION – FFI CONFERENCE,  
WASHINGTON, DC - OCTOBER 16, 2010

## **REGIONAL COOPERATION AND MENTORING**

### **STARTING AND MENTORING A NEW CLUB**

Provide a prospective new club with material that will help them get established:

1. Guidelines for starting a new club – from FFI
2. Samples of newspaper articles re forming a new club. These should be personalized to the local area and include pictures of the local organizers.
3. Select a location and date for the Friendship Force Meeting
4. Make up Posters advertising the coming meeting. Post in as many public areas as possible: libraries, swimming pools, bulleting boards in super markets, churches, etc. Add a contact name (first name only) and phone number and e-mail address.
5. Contact radio stations and community TV stations for free Public Service Announcements (PSA,s) and try to get an interview or at least a free advertisement
6. Contact local newspapers with your prepared article: community newspapers are usually receptive, especially when accompanied by a picture of a local person. Again, be sure to include your name (first name only) and phone number and e-mail address
7. Provide **FFI Brochures** and personalize with contact information
8. **Assign Mentor clubs.** In the newest club in Western Canada, we had two clubs volunteer to be mentors:

On the meeting night, ten members from the 2 clubs traveled to the meeting to **greet 50 interested, prospective new club members**. As Field Representative I chaired the meeting with a history of Friendship Force International, the Values, Mission and Vision of the organization. Mentoring members provided explanations of meetings, Inbound and Outbound Exchanges and various social events and conferences. Of course, we conveyed the excitement of meeting and making friends all over the world.

After a question and answer session, we asked for volunteers to form a core leadership group, and also scheduled a subsequent meeting. We worked with and mentored the leadership group and within 3 months the club chartered with 28 members.

**After the initial meeting, to help with the mentoring of the club,** provide a CD with the following information:

- Facts and Figures of FFI
- Member Information Booklet
- Sample By-laws and Standing Rules
- FFI Inbound/Outbound Exchange Manual
- Treasurer's Guidelines
- Sample Club Profile

**The Mentoring clubs(s) can involve the new clubs and members** in the FFI organization by inviting them to a **mini exchange, an Interclub or Domestic Exchange for 1 – 3 days**. This demonstrates an Inbound Exchange.

Also invite the new members to **join in some events of an already scheduled Inbound exchange such as the Welcome or Farewell dinners,**

or an event that is planned for the exchange group in the area of the new club. These are opportunities to meet ambassadors from other countries.

Other special events planned such as **World Friendship Day** give the new club members an excellent idea of the Mission of the Friendship Force.

**Continue to provide ideas on building membership.**

When membership grows and the club is ready for the first exchange, **provide Exchange Director and Treasurer Workshops**. Both are vital components of successful exchanges and successful clubs. Extend the invitation to all members, not just the appointed ED's – plan for the future.

**Keep in touch with the club officers and ED's by telephone and e-mails to answer questions and concerns.**

With these resources your new clubs and older existing clubs will never feel alone. They and all the members will “Change the Way they see the World”.

Barbara Main  
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