

CAMPAIGN CHECKLIST

Keep track of your United Way workplace campaign tasks and share updates across your team.

- Complete United Way's Employee Campaign Coordinator training online.
- Attend the online webinar trainings for Employee Campaign Coordinators. Take none, some or all? Fill out our survey so we can help you better in the future.
- Keep an eye on your inbox for the ECC Insider to get campaign tips and info from the pros. The newsletter is specifically for Campaign Coordinators and what you need this campaign season! Not getting the emails? Reach out to helpdesk@stl.unitedway.org.
- Build your team. It takes more than one person to run a successful campaign!
- Set a strategy with your Campaign Representative (don't forget to incorporate Leadership Giving)
- Check out United Way's Campaign HQ to download materials, like images and emails.
- Order campaign materials, like posters and pledge cards.
- Set a campaign goal and confirm that goal with top-level management.
- Schedule events.
- Plan your communications to employees.

Helping people.



Greater St. Louis