

Invest in UIS

Annual Faculty & Staff Campaign



Encouraging Employees to Participate: Ideas for Ambassadors:

Ideas for Events/Get-Togethers

- Encourage everyone on your list to attend the kickoff event at the Student Union on February 28. Send them an email, or leave notes in everyone's campus mail box.
- In March, **after the event**: if you have staff meetings, add the Faculty and Staff Campaign to the agenda. Talk about the importance of giving. Share an example of a fund that benefits your area.
- Bring in donuts one morning. Email everyone on your list and tell them to stop by for a donut. When they visit, give them campaign materials.
- Play up our circus theme and bring popcorn, circus peanuts, and animal crackers for a snack, and place giving cards next to the goodies.

Other ways of promoting the Faculty and Staff Campaign

- Post your door sign so everyone in your area knows you are the Ambassador.
- Provide giving materials – give each person the items he/she wants, not everything.
- Have gift cards, payroll deduction cards and return envelopes available in your office. If you need more, just ask the Advancement Office at 206-6058.
- Is someone retiring this year? Encourage your colleagues to make gifts in honor of that person.
- Think about ways to incorporate the *The Greatest Showman* theme into your messaging.
- Send a letter during the month of March (hard copy or by email). You can personalize the sample letter provided, or you can write your own note.
- Wear your “I Invest in UIS 2019” button!
- Need ideas? Ask the Advancement office for a list of funds that help your area.
- Near the end of March, send email reminders to the people on your list.