Annual Fund Champion

Being an Annual Fund Champion means believing in the Lycée and a desire to help make it the best school possible for every child in our community. Many of our Champions work full time; all the work can be completed during evenings or weekends, and many find this volunteer role to be one of the most rewarding they take on, since everything you contribute goes directly back to enriching the education of our students.

What to Expect: Workload & Follow-Ups

The main workload falls in the first three months of the school year, with a few follow-up emails spread across the remainder of the year. We provide sample text and all the information you need. This includes a push before Giving Week and the phone-a-thon, along with a few additional pushes throughout the year. You will be responsible for 10-15 families in your child's class (younger grades may have slightly more, older grades slightly fewer). Families are always solicited through their youngest child's class, and our office separately manages a small number of "targeted" families, so you will not be reaching out to every single family in your class. We are aiming to have one Champion per class.

Meeting and Training

A Zoom Online Meeting will be held on **Friday, Sept. 18 at 12:00 p.m.** Because we have new members on our advancement team, we would love to connect with you in person! We are hosting two informal meetings and ask that you join one of the following:

- **Breakfast - Friday, September 18 at 9:00 a.m.** in Sausalito
- **Breakfast - Tuesday, September 22 at 9:00 a.m.** in Ashbury's Conference Room

Please RSVP via this Google Form to let us know which session you will attend.

During these three meetings, we will share all relevant information for your class, including a new, easy way to track participation so you can avoid reaching out to parents who have already contributed. All Champions are asked to attend one session or schedule an individual meeting with Nathalie or Ana Laura that week.

Giving Week

Giving Week will be held from **Monday, November 30 – Friday, December 4**. We ask you to be on the sidewalk of your campus in your Annual Fund T-shirt at drop-off time, reminding families to contribute. All Champions are encouraged to be on the sidewalk at least one morning that week. Students also hold a phone-a-thon that same week.

Thank-Yous (ongoing)

We ask you to send a thank-you email or handwritten note to a donor once they've made a gift to the Annual Fund. Our office will keep you regularly updated on who has given.