



Events that WOW and Connect

building community

EcoMastery Success Program

~ Growing and Nurture Module 4.1

Our Core Values



Communication
Attitude
Proactive
Extra mile
Determined

Fun
Respect
Others
Growth
Honour



Our Rules of Play

- 1. People Will Do What You Do**
- 2. Your Past Does Not Equal Your Future**
- 3. Be Honest with Yourself**
- 4. If You Need Help, then Ask**
- 5. Challenges Go Up, Praise Goes Down**
- 6. If You Throw Dirt, You Lose Ground**
- 7. Always Praise in Public and Critique in Private**
- 8. Punctuality for All Meetings and Events**



*Your Checklist for this **Module***

- ✓ You have read your **Preparing the Soil, Sowing and Reaping** and **Flourish** Modules from your EcoMastery Success Program
- ✓ This Module unpacks steps to host **Events that WOW and Connect** to achieve the success you desire from the EcoForce Global Opportunity. This includes;
 - ✓ Stage time is **wealth time**
 - ✓ The mindset of a **Great Event Organiser**
 - ✓ **Ingredients** for a successful event every time
 - ✓ **Feedback and debriefs** - the breakfast of Champions
 - ✓ **Ideas for Venues**
 - ✓ **EcoForce Global Vitamins of Choice**



*For every
event,
you are on
stage*

You are giving a performance

- ✓ **Your actions and preparation reflect who you are and how you do business**
- ✓ **Events are a powerful tool to propel your organisation forward**
- ✓ **Guests to any event watch how you and your Team communicate and interact**



The mindset of a Great Event Organiser

Stage time is wealth time

Manage your weaknesses and develop your strengths

- ✓ Encourage contribution; draw on the strengths of your Team
- ✓ Ensure tasks are delegated evenly and fairly
- ✓ Lead the way, show the way, get out of the way
- ✓ Promote and live by our Core Values and Rules of Play
- ✓ Embrace diversity and strive for unity



Ingredients for a successful event every time



Checklist to create your own Powerful Event

1. The 6 P's: Proper Prior Preparation Prevents Poor Performance

✓ *For all meetings, be prepared and professional*

2. Be clear on the outcomes you want to achieve

✓ *Ideally all Advocates should attend events whether they have Guests or not; this builds their belief, boosts numbers, promotes community and unity, and they can help if needed*

3. Anchor to positivity - have all Advocates take responsibility for the energy they bring to every event

✓ *All Advocates select a behaviour from; 'EcoForce Vitamins of Choice'; be the 'thermostat' not the 'thermometer'*

✓ *Choose to respond not react to challenges.
Be the first to 'build a bridge' and let go*



Ingredients for a successful event every time



Creating your own Powerful Event

4. Enrol Advocates to assist you

✓ *All Advocates to ensure all Guests are made to feel welcome*

5. Secure the date, time and venue

✓ *Refer to your Venue Event Checklist*

6. Ensure a WW, MM and FF for every person, every time

✓ *Create a habit where everyone has a Warm Welcome, Memorable Moment and Fond Farewell every time*

7. Have all material prepared 24 hours in advance

8. Ensure the room is set up ahead of time prior to the event starting and people arrive

9. Ensure all your Advocates arrive early

✓ *To welcome Guests and help if needed*



Ingredients for a successful event every time

Creating your own Powerful Event

10. Start and finish on time

✓ *Advertise events to commence 15 mins prior to start time*

11. Advise audience; bathrooms, exits and phones on silent

12. Have something for them to take home

13. Personally invite people

✓ *Promote what is relevant to them*

14. Always confirm everyone 24 hours prior to the event

15. Create atmosphere

16. Speak from the heart

17. Have a basic structure | agenda

18. Share the whole story

✓ *Everyone should leave knowing all that is on offer*



Ingredients for a successful event every time

Creating your own Powerful Event

19. Include testimonials

✓ *Prepare Advocates in advance to speak briefly*

20. Use a time-keeper

21. Feedback Forms

22. Thank everyone for coming, ask for action

23. Supply basic refreshments

24. The fortune is in the follow up

For all meetings be prepared
and professional



Feedback is the breakfast of champions

Gather feedback at the end of every event

- ✓ Gather feedback from **Guests**
- ✓ This assists the Advocate with their **follow up**
- ✓ There is a suggested **Feedback Form** in this Module
- ✓ After every event, ideally **debrief** with your Advocates
- ✓ We embrace a **CANI** attitude – **Constant And Never-ending Improvement**
- ✓ Never underestimate **suggestions** from **Advocates** after an event to learn if there is anything you can do **better ...** this is their business too, however, keep it **simple**, keep it **duplicatable**
- ✓ **Valued people value people**



Ideas for venues

Potential venues may include:

- ✓ **Libraries**
- ✓ **Community halls**
- ✓ **Scout Halls**
- ✓ **Motels / Hotels**
- ✓ **Cafés / Restaurants**
- ✓ **Churches / Church halls**
- ✓ **Boardrooms / Function Rooms**
- ✓ **Schools / warehouses**
- ✓ **Bowling Clubs / Sports Clubs**
- ✓ **Theatres**



Event Checklist

For special Events such as Advocate Training and Leadership Events, refer the Module 4.1 'Events that WOW and Connect' in your EcoMastery Success Program



EcoForce Global Vitamins of Choice



Be totally accountable for the energy you bring to every event

- ✓ Attitude is one of our Core Values
- ✓ We promote a healthy attitude by choosing a positive attitude for every event and every interaction with each other and all Prospects
- ✓ Select from the EcoForce Global Vitamins of Choice
- ✓ You can do this with your Team prior to every event, then hold each other accountable to that word
- ✓ Have fun with this – you may decide to add to the list supplied in this Module
- ✓ Own it, use it, be empowered by it
- ✓ A great attitude is attractive, and tremendously powerful when embraced by the entire Team



Your Review

- ◆ For every event, keep in mind **you are on stage** – people watch **everything** you do
- ◆ Events are a **powerful tool** to propel your organisation **forward**
- ◆ Stage time is **wealth time**
- ◆ **Delegate** tasks to the **strengths** of all **Advocates** – embrace diversity, strive for **unity**
- ◆ Use the ingredients for a successful event to **create a checklist** for your events
- ◆ **Always** be prepared and professional
- ◆ **Gather feedback** to help with follow up
- ◆ Include **debriefs** with **Advocates**
- ◆ Use the **Vitamins of Choice** to build energy and anchor to positivity



If this was the last tree on Earth
there would be no tomorrow

One person can change the world
Imagine what a **tribe of us** could do

Share EcoForce

and help save our planet

... one tree at a time!

It's time to #BuyaTree

