



2015 DAY IN THE DISTRICT QUICK START GUIDE

BRINGING THE *DAY ON THE HILL* EXPERIENCE CLOSER TO HOME

Energize Your Members

- Use Hadassah Resources to educate your members about Gender Equity in Medical Research and Women's Preventive Health, the focus of Day in the District 2015.
- Recruit a planning committee and participants for your Day in the District Program.

Notify Hadassah Local & National Leadership

- Notify the Hadassah Advocacy Team (advocacy@hadassah.org) when starting to plan a *Day in the District* and we can help with every step along the way.
- Coordinate your *Day in the District* with your Chapter and Region Presidents.

Schedule your *Day in the District* Visit

- Identify your legislators and in which office you would like to meet.
- Call and email to make an appointment.
- See Hadassah resources for step-by-step directions and suggestions talking points.

Arrange and Host a Pre-Day in the District Educational Session

- The 50 State Advocacy Network and National Advocacy Team are here to assist you. You may schedule an in-person, webinar, or skype training to help you educate and energize participants prior to your *Day in the District* program.
- Hadassah also has resources and training materials available for download from the Intranet.

Plan Your Program

- See the Hadassah Day in the District Unit Coordinators guide for additional information on marking *Day in the District*, managing program finances and permission forms, compiling *Day in the District* folders, and more!

Enjoy Your *Day in the District*!

- Do not forget to take photos, distribute a press release, and send thank you notes.

Additional information and resources are available are available for Hadassah leaders within the [Day in the District Unit Coordinators Guide](#) and [Day in the District Intranet Folder](#).