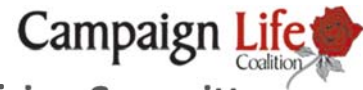


## List of Typical Duties for the 40DFL Organizing Committee

To run a successful campaign, the members of the 40 Days For Life organizing committee typically need to volunteer many hours per week in the 2 to 3 months leading up to the campaign, plus 30 – 40 hours (divided amongst the members) during the campaign itself. Wrap up after the campaign is over will require some additional work. Ideally, members of the Organizing Committee will have good computer skills, outstanding written and oral communication skills, and impressive interpersonal skills.

Below are the key tasks that must be covered by the Organizing Committee. Typically, the Campaign Director will take on several of these duties him/herself, and others will be delegated to the rest of the Organizing Committee.

- Promotion of 40DFL to local churches (email, snail mail, phone calls, face-to-face meetings with pastors and lay leaders)
- Visiting pastors to pitch an “Adopt-A-Day” program wherein churches “adopt” an entire day on the vigil calendar, or for smaller churches/groups, a block of 4 to 8 hours. A powerpoint presentation and script can be provided by CLC headquarters.
- Pitching the 40 Days For Life in 60 seconds, from the pulpit when asked by the pastor. Sometimes the pastor prefers to make the announcements himself.
- Manning volunteer sign-up tables after Catholic masses or Protestant/Evangelical church services (involves Saturday services and often, all day Sundays where churches have multiple services from morning to evening). This duty requires the ability to “pull in” parishioners to the sign-up table before they walk straight out the doors of the church.
- Develop a list of “40DFL Church Reps” who can serve as a liaison with 40DFL, within their own church. Depending on their ability, these Church Reps might be able to reduce the Organizing Committee’s workload by manning the sign-up tables or making announcements after mass, so the burden doesn’t fall solely on the Campaign Director and/or Organizing Committee.
- Making presentations to pitch the 40DFL on weeknights, to bible study groups, youth groups, women’s groups, etc, as required. (Access to a laptop computer and working knowledge of MS Powerpoint would be desirable, but not necessary)
- Mindful that one is representing the pro-life movement at large, always present oneself in respectful, professional manner. The successful candidate would remain polite and grateful for a pastor’s time, even if the answer after making a pitch is ‘no, I cannot help or will not help’. Arguing with pastors or church secretaries is never acceptable.
- During the campaign, ensuring that empty time slots get filled, either by calling a ‘short notice list’ of prayer volunteers, soliciting help from the general volunteer pool, or as a last resort going to cover that timeslot one’s self.
- Ensure that signage gets returned from the vigil site and stored in a safe, pre-designated location.
- Handle “emergency” calls when a person doesn’t show up for their vigil shift, pro-abortion protesters show up to cause trouble, pro-abortion police or bylaw officers try to intimidate volunteers from being there, etc.
- Handle “inquiry” calls from people who want to help but aren’t sure what they can do, or what they’re willing to do.
- Organize three rallies (Kick-Off Rally, Midpoint Rally, Victory Rally). Includes seeking guest speakers, musical bands, organizing food, drinks, coffee, etc.
- Enter the name and contact info of new prayer volunteers into the vigil calendar. Sometimes prayer volunteers are not computer saavy and/or not willing to register for their hours online.
- Send emails at least twice a week to 40DFL email subscribers to share interesting, motivating stories such as turnarounds, helping women who are grieving their abortion, passersby who praised prayer volunteers for their witness to life, etc. These emails are vital to keeping prayer volunteers engaged and inspired so that they continue to sign up for more hours throughout the campaign.



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- Help organize a “Phone reminder team”, consisting of people who can phone each scheduled prayer volunteer 24 hour hours in advance of their scheduled vigil shift. The Phone Reminder Team (ideally 7 people who are each responsible for a day), would be given regularly, updated calendar lists and phone #'s to call.
- Write and issue press releases to local media leading up to the campaign and throughout it.
- Be the point person for any communication that has to occur with police or city by-law officers.