



1. Research & Understand DKG's Requirements



2. Build a Core Team



3. Connect with Campus Organizations



4. Promote the Chapter Create awareness



5. Host Informational Events Hold introductory meetings



6. Fundraising & Financial Planning Create a budget



7. Plan Events for Professional Development Mentorship opportunities



8. Maintain Communication and Engagement Regular meetings



9. Cultivate Relationships with Alumni Establish alumni networks



10. Celebrate Success & Reflect Celebrate milestones

10

STEPS TO A SUCCESSFUL
COLLEGIATE COMMUNITY

10

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1. Research & Understand DKG's Requirements Review the Bylaws & Guidelines:
 - a. Familiarize yourself with DKG's organizational structure, membership eligibility, and their process for establishing collegiate chapters.
 - b. Understand the goals and mission of DKG and how they align with your campus' culture.
 - b. Contact Regional/District Coordinators: Get in touch with local DKG leaders to discuss the feasibility of creating a collegiate chapter and gather any guidelines, necessary paperwork, or help for starting a chapter.
2. Build a Core Team Recruit Like-Minded Individuals:
 - a. Start by gathering a group of motivated education majors or students interested in the field of education. This could include both undergraduate and graduate students.
 - b. Form a leadership team: such as Chair, Co-Chair, Scribe, and Financial Chair,
3. Connect with Campus Organizations Partner with Existing Groups:
 - a. Connect with other student organizations related to education, such as future teachers' clubs, academic societies, and professional development organizations. These groups can help with recruitment and outreach.
 - b. Engage faculty and staff: Seek out faculty members who are supportive of DKG's mission and can help with endorsement and networking.

4. Promote the Chapter Create Awareness:

- a. Use flyers, social media, email campaigns, and word of mouth to spread awareness about the new chapter.
- b. Host information sessions to explain DKG's values and benefits to prospective members.
- c. Attend relevant events: Set up booths or tables at career fairs, student organization fairs, or education-related events to attract new members.

5. Host Informational Events Hold Introductory Meetings:

- a. Plan meetings to explain the organization's benefits, goals, and the process for becoming a member. This can also serve as a recruitment tool.
- b. Guest speakers & workshops: Invite local DKG leaders or established educators to speak on topics related to professional growth, leadership, and women in education.

6. Fundraise, Plan, and Create a Budget:

- a. Understand the costs of running a chapter, such as membership fees, event expenses, and promotional materials. Identify any funding sources.
- b. Fundraising efforts: Plan fundraising activities or collaboration activities with other organizations to fund events, membership fees, or service projects.

7. Plan and Organize Events for Professional Development Mentorship opportunities:

- a. Establish a mentorship program where new members can connect with experienced educators in the field.
- b. Workshops & Seminars: Organize professional development sessions on classroom management, educational technology, or career opportunities.
- c. Volunteer opportunities: Coordinate service projects that provide both community service and hands-on teaching experiences, benefiting both the members and the local community.

8. Maintain Communication and Engagement Regular meetings:
 - a. Plan regular chapter meetings to maintain engagement and communicate upcoming events, projects, and membership opportunities. (At least Four per year)
 - b. Social media presence: Use platforms like Instagram, Facebook, and LinkedIn to keep members updated and promote events.
 - c. Feedback loops: Have periodic check-ins to gather feedback from members on what they need from the chapter, including programming, resources, and networking opportunities.
9. Cultivate Relationships with Alumni Establish Alumni Networks:
 - a. Once the chapter is up and running, create opportunities for alumni to stay involved, either through networking events, professional development opportunities, or providing career advice.
10. Celebrate Success & Reflect Celebrate Milestones:
 - a. Once your chapter is officially established host a celebration or launch event to recognize the hard work that went into creating the community.
 - b. Evaluate & adapt: Continuously assess how the chapter is doing and look for ways to improve and grow. Collect feedback from your members and make adjustments as necessary.