

2011 Kiwanis Foundation Rose Sale Club Coordinator Information

Use These Skills & Attitudes to Maximize Your Success & Club Profits:

- Spark plug- Rose Sale Cheerleader. Have **fun!** Explain Club and Foundation benefits.
- Motivator- Set challenging goal. Involve all members, Sponsored Youth.
- Team Player- Lead the club, yet get ideas & feedback from others.
- Persistent- Be resourceful in finding ways to succeed and solve problems.
- Innovative-Think outside the box and be bold enough to try something new.
- Plan for Success- Realize a good plan is vital and use your time wisely.
- Communicator- Report to the club frequently and make the goal so all can see.
- Committed- Totally to the duties outlined and follow through for success.

Suggestions to supporting your Success:

1. Designate Rose Sale profits to a specific cause.
2. Fulfill every step in the plan outlined below.
3. Maximize Club/Foundation profit by developing business/institutional partnership.
4. Work directly with your board/members & community to maximize sales.

Detailed Checklist (Dates are deadlines. Earlier completion recommended)

- A. By August 1st early order form is available on the web site for Foundation Rose Sale. A link to this site is on "pakiwanis.org" web site. If you can't access this web site, ask your Division Coordinator to mail the information to you. Contact your sponsored clubs to encourage their participation. Discuss questions with your Division Coordinator, especially the presale preparation and absolute final order/payment deadlines.
- B. By August (or as quickly after the Convention) form a committee to set challenging goals that at least exceeds last year. Put in place an action plan with an emphasis on business/institutional partnerships. Be ready to go when you get your supplies. You can print them from the PKF web site
- C. Kick off your club's rose sale. Get your club's Service Leadership Program clubs ready to start with the beginning of school.

- D. During the month of September contact your Division Rose Sale Coordinator with an update on roses sold. Keep in touch with your Service Leadership clubs on their progress. Be ready to handle questions and seek out the answers to them.
- E. October 6th is the official end of the sale. Orders and Money **must** be received by the District office in Harrisburg by Monday, October 10th. Make a final report to your Division Coordinator. Send your order to the District office with a check payable to “PA District Kiwanis Foundation.”
- Remember, the final club order must be in multiples of 10 dozen.**
- F. All orders must be in the District office by Monday, October 10th. There is **NO** opportunity for late orders!
- G. By October 24th , please contact your Division Coordinator to confirm the drop point location and time to pick up the roses on October 27th.
- H. October 27th—pick up roses. Now you’re done!

Key Dates:

August 14 th	Rose sale starts
October 6 th	Rose Sale Ends
October 10 th	Final order form and payment in Harrisburg
October 27 th	Roses Delivered