

Guide for Team Captains

Thank you for agreeing to be team captain for your team for the Walk for Autism Awareness and Candy-Land 5K! Your role is to recruit family members, friends and coworkers to raise money for Leffen Center and rally together at the walk. This guide will help you lead a successful team.

To-Do List

- Set a fundraising goal.
- Recruit 15 participants (or more) who are each committed to raising money for Leffen Center for Autism.
- Ask each team member to raise a specific amount of money to help achieve the team fundraising goal. For example, a team of 15 can easily raise \$3,000 if each participant raises \$200.
- Help all participants register by emailing the link to the online registration. The link is ozarkcenter.com/WalkForAutism.
- Help each participant with their personal fundraising goal.
 1. Help participants obtain flyers to use when asking for donations.
 2. Distribute participant envelopes to each participant on your team. List all donations on the Pledge Form.
 3. Consider small fundraisers during the month of April to help meet your goal.
- Encourage and motivate your teammates from start to finish.
 1. Identify individuals on your team who have a link to someone with autism and ask if they would share their story with the other participants.
 2. Recognize participants for progressing toward and achieving their goals.

Tips for a Successful Team

- Take a minute to create a list of 30 potential participants. List twice as many as you will need. Look for people who are busy (they get things done!) and for people who are passionate about raising awareness for autism.
- Ask early! Set a goal to recruit at least 5 of your participants on the first day of recruitment.
- Visit with and ask each potential participant to join your team in person. Most people respond best when asked personally.
- When you recruit each participant, help them register for the walk.