

# Walk And Run For Life

## Your Church Team Page

Each team will have a Team Page (in reality, this is an extra teammate added to your team which functions as a team page). On this Team Page:

- People can *learn about your team* (1).
- People can *donate to your team* (2).
- People can *join your team* on the Team Tab (3).
- People can *easily share this page* with the unique URL (4).
- Plus, Captains can enter *offline team donations* of cash or checks - this option will appear when the captain is logged in. (More details below.)

As part of the Walk and Run for Life, we recognize and award top fundraisers and top teams. It is important to keep general team donations separate from individual fundraising, and Team Pages help captains do that.

We automatically create a Team Page for church teams. If you need/want a Team Page for a non-church team, please contact us.

**We have preloaded each Team Page with:**

- Profile picture
- Your church logo
- A brief description, including instructions for how to join your team or support your team

**Steps you should take right away:**

- Log in and ensure you have the correct credentials. (Login information will be sent to you when the page is created.)
- Make sure the church information and logo is correct.

The screenshot displays the '2022 WALK & RUN FOR LIFE' banner at the top, featuring the Wellspring Life Ministry logo and a 'PRESS ON' graphic with the text 'PHIL. 3:14'. Below the banner, the team name 'Anchored 4 Life!' is prominently displayed. The page includes a profile picture placeholder with the 'ANCHOR BAPTIST CHURCH' logo. To the right, a fundraising progress bar shows a goal of \$150, with \$0 raised so far. A timer indicates 80 days, 20 hours, 45 minutes, and 29 seconds remaining. The page is divided into tabs: 'Details', 'Sponsors', 'Team', and 'Give'. The 'Details' tab is active, showing a 'Welcome to My Page' message and a 'Welcome to Anchored 4 Life Team Page!' message. It includes instructions on how to join the team (click on the My Team tab) and how to support the team (click on the Sponsors tab). A brief description of Wellspring Life Ministry is provided, stating they serve women and families in crisis pregnancies, offering free medical, counseling, and support services. The page also features a 'SPREAD THE WORD' section with social media links (Facebook, Twitter, LinkedIn, Tumblr) and a 'Fundraiser Page Link' (https://page.fundeeasy.com/5). A 'GET INVOLVED' section at the bottom lists options: 'Event Web Page', 'Find Another Walker/Runner', and 'Register as a Walker/Runner'.

- Update the Welcome Message and make it specific to your unique church.
- Update the Goal: Choose an amount that you are challenging your church to raise, above and beyond individual teammember's fundraising efforts. We've set the default at \$500. (See note, below.)

**A note about Goals:** Remember: Because the Team Page is technically another person on your team, it will have its own fundraising goal. Your *team goal*, however, is the total amount you hope to raise from everyone's fundraising efforts, and will include any team gifts from the Team Page.

Many churches choose to set a team goal, which is terrific! If your church chooses to do this, please contact the Walk and Run for Life Coordinator for how to display this on your Team Page.

## What can I do with my Team Page?

**We strongly encourage you to use the Team Page for team gifts.** (Email the WR Coordinator if you need help with this.) Beyond that, you can use the Team Page as little or as much as you like. Here are some ideas:

1. **Treat it as a Team Page.** When sharing information with your church, use the Team Page URL. Remember, people can learn about the event, donate to your team directly, see who is participating, and even join themselves - all from this one page. Make sure you personalize the Welcome Message and tell your guests why they should support your team - or join as a member.
2. **Use "Updates" to communicate with your team.** Everyone on your team will be connected to this page as teammates, so this is a great way to communicate with your team, your sponsors, or both. Updates to this page will be sent out to your teammates' emails and it's a great way to keep in contact with your team and/or sponsors.

### Update when:

- You want to welcome someone to your team
- Your team reaches a goal or milestone
- A teammate reaches their own goal
- Someone on your team fundraises enough for a free Walk and Run shirt
- You have important information to share about the event
- You want to say Thank You (to sponsors or participants)

The screenshot shows the 'Post New Update' interface. At the top, there are tabs for 'Details', 'Sponsors', 'My Team', 'Visitors', and 'Updates' (which is active). The main form has a 'Subject' input field, a large 'Update Message' text area, and a photo upload button labeled 'Upload a Photo'. Below the message area, there is a section for 'Turn On Auto-Sharing' with three checkboxes: 'Email updates to my Sponsors' (checked), 'Email updates to my team' (checked), and 'Tweet updates to my followers' (unchecked). Each checked checkbox has a 'Preview' link. At the bottom right is a green 'Publish' button.

Just remember that all updates are public, so be cautious about sharing names that aren't already public on your page.

- 3. Record Offline Team Gifts (checks or cash).** For an accurate fundraising total, you will need to record Offline gifts - *gifts of cash or checks* - onto your Team's fundraising page. When logged in, click on the "Record Offline Gift" on the right side of the page. Simply fill in the information and click Record.

A green rectangular button with the text "Record Offline Gift" in white.A green rectangular button with the text "Online Gift" in white.

You can drop off offline donations at any of our three Women's Clinic offices, or collect them and bring them with you to the Walk and Run for Life event.

- 4. Upload a photo.** You have space for 5 photos. We've added a stock image already, but people will appreciate seeing your team!

That's it! The Team Page is a tool to help your team. Please reach out to the Walk and Run for Life staff with questions.

Happy fundraising - and thanks for participating in the Walk and Run for Life!