



Everyone Ready®

Online volunteer management training

FROM ENERGIZE

Everyone Ready® Seminar Rental

Imagine a meeting of leaders of volunteers where...

- Together, your participants view a 60-minute online seminar on a fundamental volunteer management topic, created and presented by a recognized expert trainer in our field.
- They complete small group exercises in pauses during the seminar and talk with each other about key issues raised (*Don't worry, we'll provide you with a Discussion Guide!*).
- Then, if you wish, Susan J. Ellis or another trainer joins your meeting LIVE via Skype for Q&A!

Sound Wonderful?

The best part is how easy and affordable it is to make this your meeting reality!

By popular demand, Energize, Inc. makes individual seminar modules from the **Everyone Ready® Online Volunteer Management Training Program** available for “rental” to professional associations, university faculty, organization trainers, and conference workshop planners looking for a new, cost-effective way to bring high-quality volunteer management information—and internationally recognized trainers—to their meeting rooms.

[Request a seminar rental now!](#)

The Affordable Choice

The cost to rent a single seminar to show to your group (with all the elements described on the next page) is US \$375.

If you commit from the start to renting more than one seminar in a 12-month period, the price of each additional seminar after the first will be discounted to only US \$250 each.

The optional live Skype Q&A with an expert trainer is US \$125 for 30 minutes (and you can arrange a longer live session by paying for additional 30-minute increments).

Visit www.everyoneready.info for more details or **[Request a Seminar Rental now](#)**

+1-215-438-8342 or 1-800-395-9800 • EveryoneReady@energizeinc.com

What's Included

With the rental of an *Everyone Ready*® seminar you get your choice of any one of 19 seminars (see topic/trainer list on page 3) to show to your audience of any size.

Each seminar rental includes:

- Approximately **60 minutes of presentation** by an expert trainer in three video segments
- A set of Trainer's **Handouts** with 15-25 pages of additional, supportive resource material you are permitted to print out and distribute to each participant attending your meeting
- A **Discussion Guide** of recommended questions, along with a suggested **training design** for how to incorporate group exercises and exchange before, during and after the three parts of each seminar – letting you run a total workshop of 90 minutes to 3 hours in length on the selected topic
- **Promotional material** to use in announcing your session and attracting attendance (we'll even put your event on our website calendar, if you'd like)
- **One week of access to the seminar** for one designated group leader who will be your on-the-ground facilitator (highly recommended!), allowing time to preview the material, prepare the session, print out the handouts, test projection equipment...and then show the seminar on *your* preferred schedule

Optional Add-on! Bring Susan J. Ellis, Energize, Inc. President, or another of the *Everyone Ready* faculty members to your group – **live via Skype!** – to do a 30-minute Q&A after you've shown and discussed the seminar!*

** If you want to run an entire live meeting with Susan Ellis via Skype, without using one of the Everyone Ready seminars first, you can do that for a minimum of 60 minutes at \$250, again adding more time in 30-minute increments at \$125.*

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Technical Details

1. Energize will provide you with full instructions for how to access the seminar and all support materials, which are stored on our server and require no special expertise to use.
 - However, we do recommend that you *test* your presentation logistics before the actual program in front of your audience, to troubleshoot any on-site equipment issues.
 - Energize is not responsible for setting up your hardware or handling the logistics of the presentation, although we are glad to share our experience with you.
2. To show the seminars to your group you will need:
 - One computer with a reliable, strong Internet connection
 - An LCD projector connected to that computer (the same as is commonly used for showing PowerPoint® slides)
 - A screen to project the image so the audience can see
 - Speakers to assure the sound can be heard around the room
3. If you opt to include the live Skype Q&A with an expert trainer, you will need all of the same equipment above, plus:
 - Access to a Skype account on the computer being used for projection
 - A webcam to transmit a live view of your group back to the trainer
 - A microphone through which the trainer can hear your questions
4. All materials are copyrighted to Energize, Inc. and all identifying information, logos, and other branding must appear as provided on all components of the seminar

Everyone Ready® Seminars

- *Building the Foundation for Volunteer Involvement*
- *Building and Sustaining Strong Volunteer Leadership*
- *New Approaches to Recruitment*
- *Interviewing, Screening and Placing Volunteers*
- *Managing Change (and Dealing with Resistance to It!)*
- *Social Networking and Volunteer Involvement*
- *Educating Up: Gaining Executive Support for Volunteer Engagement*
- *Challenges and Obstacles to Volunteer Involvement: Your FAQs*
- *Bridging the Gap between Volunteers and Employees: Keys to Effective Partnership*
- *The Power of Integrating Volunteers throughout Your Organization*
- *Generations: Adapting to Volunteers of Different Ages*
- *Cutting-edge Trends and Issues in Volunteerism*
- *Effective Supervision: A Seminar for Busy Staff Who Partner with Volunteers*
- *Handling Challenging Behavior by Volunteers*
- *Demonstrating the Impact of Volunteer Involvement*
- *Volunteer-related Issues in Risk Management*
- *Welcoming Diversity in Volunteer Participation*
- *Designing Work for Today's Volunteers*
- *Keeping Volunteers Motivated (So They Stay!)*

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About



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Energize, Inc. is an international training, consulting and publishing firm specializing in volunteerism. If these words are in your vocabulary—*volunteer, community service, membership development, auxiliary, community organizing, service-learning, lay ministry, pro bono work, supporter, friends group, political activist, service club*—we can help! Since 1977, Energize has assisted organizations of all types with their volunteer efforts—whether they are health and human service organizations, cultural arts groups, professional associations, schools, units of government, or any setting involving volunteers.

Our free Web site, www.energizeinc.com, is widely-recognized internationally as one of the most comprehensive resources available for leaders of volunteers. Energize also publishes the quarterly online subscription journal, *e-Volunteerism: The Electronic Journal of the Volunteer Community*, www.e-volunteerism.com, which started in 2000.

We have conducted consultations and trainings with clients all across the United States and Canada, Europe, Asia, Latin America, and Australasia. Known for our extensive knowledge of the volunteer management field and our ability to tailor our consults and workshops to the unique needs of an organization, we can promise positive results.

Energize is one of a very small number of publishers who specialize exclusively in volunteer management materials. We have established a reputation for producing quality electronic resources that meet the real-life needs of leaders of volunteers. These resources are featured in our [Online Bookstore](#), where we sell over 80 titles from sources on three continents.

Our President, **Susan J. Ellis**, is acknowledged as a cutting-edge speaker and writer, always advocating for the strongest vision of volunteer involvement around the globe. Susan is the dean of the *Everyone Ready* program; Sheri Wilensky Burke and Betsy McFarland – each highly credentialed in volunteer management – are the Associate Directors.

Energize has unparalleled relationships with a network of volunteerism trainers and other specialists, selecting the best to provide the highest quality materials and training programs for *Everyone Ready*. To date the following additional experts (from the United States, Canada, Australia and United Kingdom) have been involved:

Peter C. Brinckerhoff	Suzanne Lawson
Tracy Brown	John L. Lipp
Katherine H. Campbell	Steve McCurley
Martin J. Cowling	Connie Pirtle
Jayne Cravens	Sarah Jane Rehnborg
Andy Fryar	Betty B. Stallings
Linda L. Graff	David Warshaw
William R. Henry	Carol Weisman
Rob Jackson	Leigh Wintz
Colleen Kelly	

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