Be The Match Campus Chapter

Retreat Guide

Your Be The Match Campus Chapter Retreat is a time for your Chapter to set goals and plan your year as well as have some fun and do some team building with your members!

Your Chapter Planner is your primary resource and guide for your Chapter Retreat. You should receive a Chapter Planner from your Be The Match Account Manager. If you're not sure who this is, please email BeTheMatchOnCampus@nmdp.org

Chapter Retreat Meeting Preparation

- Plan for 2 hours. You could split this into two 1-hour meetings or one 2-hour meeting.
- Prior to your Chapter Retreat Meeting, connect with your Be The Match Account Manager to review your agenda for your meeting. Particularly for the goal setting section, they will be able to provide you with necessary information on how many new registry members your Chapter recruited last year and how much your Chapter fundraised to help guide your goal setting for the coming year.
- Make it fun! There are two 15-minute Icebreaker/Team Builder activities built into the agenda. Having fun and getting to know each other is just as important as planning out your year!

Retreat Agenda

- Icebreaker/Team Builder Activity - 15 minutes
- Fill in Important Contacts (pages 6-8) – 5 minutes
- Review Chapter and Chapter Member Requirements and complete any needed account set up (page 9) – 10 minutes
- Discuss and Complete the Chapter Meeting Expectations Agreement (page 47) – 15 minutes
- Identify which Partner Organizations have Chapters on your campus (page 44) – 5 minutes
- **Break – 10 minutes**
- Icebreaker/Team Builder Activity – 15 minutes
- Review the Chapter Awards (page 46) – 3 minutes
- Fill out the Goal Setting Guide (pages 10 -11) – 15 minutes
- Outline your plan for your first Registry Enrollment Drive Event (page 36) – 25 minutes
- Log your meeting time – 2 minutes