

# *Sweetheart Informational Standardization*



In effort to help provide better quality Sweetheart Informationals for Northern California DeMolay, we are providing tools to be used to standardize the process. In this packet you will find, a sample invitation, pre-planning guidelines, what should be included in a binder, points of discussion, and ideas of fun activities for the informational.

## *Pre-Planning Guidelines:*

This part is just as important as the informational itself. In order for this to be successful, you must publicize the event as much as possible.

- ♥ Send out a mailing to local Bethel Guardians and Mother Advisors
- ♥ Visit Bethels and Assemblies on their meeting night
- ♥ Create binders of information they can take home (See Below)
- ♥ Find Location
- ♥ Review the information that you are presenting
- ♥ Plan for a fun activity

## *Sweetheart Binder Contents:*

A Sweetheart Informational contains a lot of information that can sometimes be overwhelming especially to someone who has never attended before. A complete binder can become a great resource for a young lady who may be interested in becoming a Sweetheart, as it can provide immediate answers to any questions she may have.

- ♥ Sweetheart Guide
- ♥ Sweetheart Application
- ♥ Little Sis Application
- ♥ Copy of Term Calendar
- ♥ Roster of the Chapter
- ♥ Medical Release form (Turn into the Sweetheart Advisor)
- ♥ NCDA Calendar (Website)
- ♥ List of Divisional Officers (Website)
- ♥ List of Jurisdictional Officers (Website)
- ♥ How to Make a Banner
- ♥ Proper Care of Regalia
- ♥ Sweetheart Leadership Camp information
- ♥ Representative Sweetheart information
- ♥ Leadership Correspondence Courses
- ♥ Past Sweetheart Service Award application
- ♥ Pink Honor Key application

## *Points of Discussion:*

- ♥ Basics of the Sweetheart Program
  - What is a Sweetheart?
  - What is your purpose?
  - Main Duties
  - Qualifications
  - How do I become a Sweetheart?
  
- ♥ Why should I be Sweetheart?
  
- ♥ ... Especially for this Chapter?
  
- ♥ How do I balance both DeMolay and my Bethel/Assembly?
  
- ♥ Resources Available
  - Sweetheart Advisor
  - Divisional Sweetheart and Princess
  - Jurisdictional Sweetheart and Princess
  
- ♥ Election Process
  
- ♥ Protocol with your Chapter
  - Do you attend Advisory Council meetings?
  - Do you assist in planning events or making phone calls to the boys?
  - Do you bring refreshments to the meetings?
  - Do you have a fundraiser for the Sweetheart budget?

## *♥ Ideas for Fun Activities:*

- ♥ Play a Game
  - That give the girls a chance to get to know each other better
  - That test their knowledge of the program
  
- ♥ Do a Craft
  - Build of the night's theme or the next holiday coming up
  - Make paper dolls that are dress code appropriate
  - Create gifts for an upcoming event or for a giveaway
  - Make thank you/birthday cards for Chapter use
  
- ♥ Bring in a Guest Speaker
  - Ettiquette
  - Make-Up Tips (Mary Kay, Avon, etc.)
  - Public Speaking (Toastmasters)
  - Scrapbooking (Creative Memories)

Your informational doesn't always have to be held during a chapter meeting. Hold yours before a chapter event, such as their next bowling or movie night. Take a few hours to become familiar with the girls, teach them a little about the program, and then go hang out with the guys.

You're Cordially Invited to Attend

# *A Sweetheart Informational*

For Dad Frank S. Land Chapter

Come learn about the Sweetheart Program and Dad Frank S. Land Chapter. Being a Sweetheart gives you the chance to get to know other Job's Daughters and Rainbow Girls in your area while having fun and supporting your local DeMolay chapter.

When: Day 00/00/00

Time: 00:00

Where: My House!



Please wear a casual outfit as we will be going bowling later on in the evening.

If you have any questions please call Suzie at (999) 999-9999.

## Upcoming Chapter Events:

1/10 Movie night

1/15 Chapter Meeting

2/1 Chapter Installation

# SWEETHEART INFORMATIONAL MINUTE BY MINUTE

Time	Topic	Person Responsible
5 mins	Welcome	
5 mins	Introductions	
15 mins	Icebreaker/Game	
30 mins	Basics of Sweetheart Program	
5 mins	Why Should I Be A Sweetheart?	
5 mins	....Especially for this Chapter?	
5 mins	How do I balance both DeMolay and my Bethel/Assembly?	
5 mins	Resources Available	
5 mins	Election Process	
10 mins	Protocol With Your Chapter	
60 mins	Fun Activities	