

## **District Chi Alpha Director Proposed Calendar**

### **July**

- Affiliation/Charter Reminder
- Orient New Missionaries into the District
- Support Raising Updates

### **August**

- Campus check in for welcome week plans/assistance
- Schedule Fall campus visits
- Request List of USM Renewals from Personnel Director

### **September**

- Gather Expeditions Trips - Potential Locations to Brandon Hurst
- Schedule Chi Alpha Committee Meeting for the Winter
- USM Renewals - Meet with Missionaries
- Get Fall start up updates/highlights
- Reminder: National Appointment Deadline for March Class is December 1

### **October**

- District Newsletter/Publication - Fall Outreach Edition
- Spring/Summer staff retreat planing
- Staff check ins (Healthy Leader Initiative)

### **November**

- Expeditions - Confirm Actual Locations/Final expeditions list
- SALT/Winter Conference Promotion

### **December**

- Schedule Spring campus visits
- Staff check ins (Healthy Leader Initiative)

### **January**

- Begin thinking about District Council Plan
- SRT notification
- Reminder: CMIT applications due Feb 15
- Schedule committee meeting for the Spring
- Promote Area Support Raising Training
- CMIT Director Check Ins - Connect with CMIT Directors re: future staffing

### **February**

- SRT Reminder
- SICM promo
- Staff check ins (Healthy Leader Initiative)
- Request Updates for staff openings and potential transitions
- Promote All Nations

### **March**

- RUI Promo
- District Newsletter/Publication - Expeditions Edition
- CMIT Applications

### **April**

- Staff check ins (Healthy Leader Initiative)
- Group giving reminder\
- Set/Assess support raising goals for staff
- Remind Directors of Census and Charter/Affiliation Season Approaching
- Communicate re: End of Year Assessment
- Reminder: National Appointment Deadline for September class is June 1
- Request Time at Presbytery Meeting for Chi Alpha Update

### **May**

- Schedule district committee meeting for the Fall
- Set Campus Director End of Year Assessment Meetings
- Email Local Directors re: Transitions

### **June**

- Create District Strategy for the Next Year
- Census and Year End Surveys
- District Newsletter/Publication - End of Year or Expeditions
- Staff check ins (Healthy Leader Initiative)
- Support Raising Updates
- Affiliation/Charter Reminder
- Group Giving
- Create or Update a Google Doc re: staff list

### **Other Ideas:**

- Renewals - USM or District Appointed
- Area Staff Gathering Promotion
- Personnel - Staff Openings, Potential Transitions
- Specific District Calendar Items (District Council, Minister Spouse, Presbyter and/or Sectional Meetings, Youth Convention Plan, etc . . .)
- Plan/Promote Area Staff Gathering
- Plan/Promote Discover the Nations

### **Monthly Ideas:**

- Connect with your Area Director
- Connect with Campus Directors
- Check on Staff Support Levels
- Update to District Leaders