

Checklist for Hosting Freedom Sunday

Please use this checklist to ensure you are well-prepared for your Freedom Sunday service!

Leading up to Freedom Sunday

Share about Freedom Sunday in the weeks leading up to the event!

- ☐ Use the social media graphics and slide designs at www.ijm.org/freedom-sunday/resources
- ☐ Download and print posters for your lobby
- ☐ Include Freedom Sunday announcements in your church newsletters and bulletins

Plan the order/flow of your service

- ☐ Consider how to incorporate the Freedom Partner invitation into your message. Please feel free to use the Sermon Resource Kit and other online resources and videos!

Gather volunteers to help with the service

- ☐ Recruit 2-4 volunteers to set up and run the Freedom Partner Table in the lobby. They should know how to answer questions about IJM and help people sign up to become Freedom Partners. We recommend holding a brief training prior to the service to review this check-list and the 'What is a Freedom Partner' insert.

On Freedom Sunday

Set up the Freedom Partner table

With the help of your volunteers, set out the following Freedom Partner materials:

- ☐ Freedom Partner Giving Envelopes
- ☐ Freedom Partner 'Thank You' Packets and 'FREE' pins to thank those who sign up
- ☐ Table Sign (to be set on table)

We also recommend having the following:

- ☐ Computer or ipad as an online sign-up option
- ☐ Lock box/secure envelope for storing sign-up forms
- ☐ Tablecloth, pens & paperclips

Checklist for Hosting Freedom Sunday

On Freedom Sunday (cont.)

Assist with Freedom Partner sign-ups at the table

As people fill out the sign-up envelopes, please keep them in a secure location and ensure that any credit card information is concealed.

- ☐ The amount given should be \$24 or more per month to be counted as a Freedom Partner.
- ☐ If you are handed a check or cash, please still ensure that the person fills out a sign-up envelope and crosses off the monthly commitment section. Please place the check/cash in the envelope.
- ☐ We are including a limited number of 'Thank You' packets and 'FREE' pins to give those who sign up to become Freedom Partners. Everyone who signs up will also receive a welcome packet in the mail.
- ☐ Some people may sign up online, and that's great. They just need to show you the Freedom Partner confirmation page or online receipt to receive their Thank You packet.

Helpful tips on talking with congregants about becoming a Freedom Partner:

- ☐ If people want more information about IJM, direct people to ijm.org for details on IJM's mission or casework. Try to avoid extended conversations so that you can help as many people as possible become Freedom Partners.
- ☐ Keep it simple – if someone is passionate about doing something to end slavery, then the best and most impactful opportunity for them is to become a Freedom Partner.
- ☐ Don't be afraid to tell your own story of why you are a Freedom Partner. Others will feed off your passion and want to join.

After Freedom Sunday is over

Return completed Freedom Partner materials to IJM

- ☐ Once the service has concluded, please count the number of sign-up forms and fill out the attached tracking slip. (Please don't open the envelopes; simply count them.)
- ☐ Place the tracking slip and all forms in the self-addressed, postage-paid envelope and mail it back to IJM by Tuesday, September 26.

International Justice Mission
PO Box 96961
Washington, DC 20090