

Updated 2016 -2017 Pre-Parish Drive - Checklist

2 weeks prior to starting, and at the Parish

- **Meet the priest** and secure the church for all masses of the planned weekend
- **Discuss with the Parish Priest** and Council Members which potential candidates could be approached to attend the Open House
- Arrange to have a council **Display table** at each church showing pictures and results of Council achievements
- Coffee/munchies available in the church hall promotes better interaction after the mass

Order Materials Needed 4-6 weeks before the weekend of the drive:

- Enough Fr. McGivney **Prayer Cards** for all the masses/parishes + 500 extra (English 10115 6-13 French 10115-F 5-14)
- **Prospect Cards** (#921A) At Least 100 or more per church
- Enough **small pencils** to distribute with the prospect cards in the pews
- Order Prayer Cards and **Candidate's Kits** (#531)
- **Shining Armor** Qualification Card (#4294)
- Emergency Personnel **Flyer** (#4582)
- **Blitz Kits – 1 Free order per council per year** <http://www.kofc.org/un/en/resources/membership/blitzform.pdf>; <http://www.kofc.org/un/en/resources/membership/driveform.pdf>
- Flyers: Public Service Min 100
- Flyers: **24 hours** Min 500 per parish
- Flyers: 10 keys
- Flyers: **Why Join/** become a knight
- Flyers: Insurance **benefits**

Manpower needed for the Parish Drive

- Must have at least **3 knights** per exit that knows the order – 1 hr before every mass where we are doing the drive Those members must make a 1 on 1 contact with as many catholic men as possible. (Prior Practice is needed)
- Need to have **1 Pulpit announcer, or use “The Invite Video”** at every mass.
- Support of a **Fraternal Counselor (Field Agent)** if available
- Support of the **District Deputy**

Additional Planning

- **Schedule a first Degree** within 2 weeks following the Drive and inform you District Deputy
- **Schedule an Open house** in the week following the drive and advertise it in the Church Bulletin
- Ensure the **Admissions Committee (which is a small interview)** is available for the Open House
- Identify alternate 1st Degree dates in nearby area to facilitate new candidates (Ensure most Council members are available to attend the first degree and welcome the new members)
- Schedule a “Charitable Program” 2 weeks after that family joins. (To get them involved)

With a well-trained team, every council will have the ability to recruit new families into our honored order, and expand their charitable outreach.

Special thanks goes out to the Ontario Membership Team for helping out on updating the check-list. Have a great year.