

SCAN Local Networking Events: Getting Started

Are you looking for more opportunities to network with fellow SCAN members? Consider hosting a local SCAN meeting!

Members tell us that networking is one of the most valued member benefits. Local meetings allow you to network and meet other SCAN members in your hometown and outside of the annual SCAN conference and FNCE. We've prepared this step-by-step guide to show you how easy this can be!

Location/Attendees

You can probably expect a bigger turnout if you plan a meeting in a populated city, but successful local meetings have also taken place in less populated areas. Contact the SCAN office (admin@scandpg.org) for a listing of where SCAN members are located in your area, using your judgement on how far you think SCAN members are willing to travel. The SCAN office can provide you with email addresses of all local members arranged by zip code.

Venue

Don't be afraid to think outside the box! Here are some ideas:

- Your home (space permitting)
- A clubhouse in your development
- Coffee shops
- Small take out restaurants such as: Panera, Saladworks, etc
- Work meeting rooms
- Universities/College meeting rooms
- Library meeting rooms
- Public parks (weather permitting)

Try some of these ideas for a more hands-on approach:

- If you are fitness instructor, offer a free SCAN class (yoga, pilates, spinning, etc) with a get together afterwards
- Biking/Hiking Trip
- Bowling
- Cooking Class
- Wine and Painting Event
- Wine tasting events at your local wine store
- Brewery tours
- Cooking class

Other suggestions:

- Co-host the meeting with a colleague or a friend. This will add to the fun and help distribute the responsibilities.
- Ask a local company to donate a gift, giveaway or samples as an incentive for members to attend.
- Organize a potluck dinner/lunch and exchange recipes and business cards!
- Create a weekly or bi-weekly meeting. For example, every Sunday at 10am, offer an informal member meet-up at a local coffee shop.

Promoting the event:

- Post on the SCAN listservs
- Post on SCAN Social Media Platforms - send us your message and we will forward it to SCAN's communications team
- Ask your state and local dietetic associations to post the event on their listserv and include in their e-blasts

- Include a RSVP to collect attendee names and contact information
- Send out a reminder to the RSVP group one week prior to the event.

Day of the event

- Have a sign-in sheet which can be used to invite attendees to future networking events.
- Take pictures to show how much fun it is to network with SCAN members.

After the event

- Send a brief email to attendees to thank them for attending.
- Send picture(s) and a brief write-up about the event to the SCAN office (what is the email?) which will be included in the monthly SCAN e-bulletin.

We hope this guide makes hosting a SCAN local meeting much easier! If there's anything we can do to be of assistance, please contact Reyna Franco at reynafranco1@gmail.com.