



INVOLVEMENT FORM

YOUR NAME _____

TEAM _____

TELEPHONE NUMBER _____

E-MAIL _____

1. At the end of your training meeting, you will select prospects from the list maintained by the Involvement Leader. Please choose twice as many prospects from the list as positions for which you are recruiting (e.g., if you need 2, select 4).
2. When you select prospects, please write your name legibly on the master list next to their listing. You will want to write their names and numbers at the bottom of this page so you remember which prospects you “reserved.”
3. Please make sure that you finish recruiting by_____.
4. If you need additional names, please contact the Involvement Leader.
_____ phone: _____
5. There are only three possible “results” to place in the column below:
 - Yes ... Confirmed on the team! Please fill in their e-mail addresses below.
 - No... not interested in this job, but maybe in another job ... or, did not need to call or never reached this person, check No and Reissue.
 - No ... this person will not be available on the list and check “do not call.”

Name	Phone Number /E-Mail	Results			
		Yes	No	Do Not Call	Reissue
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

6. Please return this form to the Involvement Leader as instructed. Also, make note of the persons who said “yes” and call them before the next meeting to remind them to attend.



KEYS FOR SUCCESSFUL ENLISTMENT

ENLIST FACE-TO-FACE

It may seem as though it would take more time to enlist in person, but it usually takes less time. You will likely be more successful in getting a “yes” when you enlist in person

IF YOU PHONE, ASK, “IS THIS A GOOD TIME TO TALK?”

There are times when you will be turned down simply because the person does not have the time to talk. It is easier to say “no” than to take the time to receive enough information to say “yes.”

Begin the conversation by saying, “I need to talk to you about a project that I need some help with. It will take about 10 minutes. Is this a good time for you to talk, or would it be better for me to call back at a later time?”

FULLY EXPLAIN THE TASK

Take time to completely explain the task. Emphasize the dates for training meetings. Make sure they will be available when the team is actually doing its task.

THE TASK IS RELATIVELY SMALL BUT VERY IMPORTANT

A program like this is a huge undertaking. No one person or one group of people could accomplish it. It is just too big. So, we have taken this big job and broken it down into a lot of little pieces. If everyone will just take a little piece of it, together we can get a big job done.

If we were to wait until it was convenient for everyone to help, we would never get anything done. It will take all of us. This is such an important task as it relates to the future of our parish. Help those you enlist feel the desire to make it work.

IF THE PERSON SAYS, “I WOULD LIKE TO HELP, BUT I DON’T HAVE TIME.” Respond by saying, “I know how you feel. In fact, when they asked me to serve, I felt the same way; then I went to one of the training meetings and learned how important this program is to the future of our parish. I realized that the task is not that big. Frankly, I found that I could make time for it, and I hope you can, too.”

IF THE PERSON EXPRESSES QUESTIONS OR CONCERNS

There will be some who simply do not understand what the parish is trying to accomplish. There will be others who may be at odds with someone or something related to the parish program.

If someone wants to talk about his or her concerns, listen quietly. Afterward, simply say, “The only thing that our parish is asking us to do at this time is to pray to find God’s will in our lives as it relates to his will for the parish, and I think all of us are willing to do that.”