



START YOUR OWN STUDENT CLUB

For College Students

GETTING STARTED:

2,500 children are born each year in the US with facial asymmetry, a missing ear, jaw deformities, or a defect of the skull, nerves, or facial bones, and by forming a myFace club you can make a difference in the lives of these individuals. Simply follow these easy steps and you will be on your way to changing faces, and transforming lives.

DO YOUR RESEARCH

Every school has different requirements for starting a club. Find out what the requirements are at your specific school by speaking to your school's governing office or group that oversees all clubs and activities.

FIND A FACULTY ADVISOR

Once you know the requirements for setting up a myFace club at your school, ask a member of faculty to be the advisor for your club. Most colleges require that all clubs have a faculty advisor, and an advisor can be a great resource to helping you get started. The faculty advisor can help you identify campus and community resources that can get your club on the right track. Let them know their role is not a big commitment, but rather they would serve in an advisory capacity.

COMMON REQUIREMENTS AND RESOURCES

Hold a small meeting with your founding members to discuss your goals and review your school's requirements for starting a club. Prepare a timeline and outline of what needs to be done, and assign tasks to members of the group. Some things for your club to look into are listed below:

Contacting the Office of Community Service (if applicable)

Some colleges have separate offices that deal with community service initiatives. If your school has such an office, or something similar such as a College Activities Office, be sure to reach out to them about myFace, as they may be able to offer you support and guidance in starting your club.

Writing a Constitution

Many colleges require a written constitution before you can gain official approval for your club. See if you can obtain an example constitution from another college club, or ask your activities office if they can provide an example.

You can use this as a model for your own constitution. A typical one might include:

- » The Program statement of your myFace club
- » What positions will be held and how you will elect those officers
- » The impact your club will have on the campus and student life

Once your first draft is complete, ask the activities office to look it over and make suggestions for any needed changes. After that, you can officially submit it to them.

CONTACT MYFACE

Once you have permission to start a club at your school, contact myFace so we can work with you to help your club succeed. By registering with myFace, you will be able to establish your own fundraising campaigns, and you'll be joining the myFace family. Contact us at getinvolved@myface.org when your club is ready to get started.

- **myFace Ambassadors**

Be sure to ask about having one of our myFace Ambassadors come to your club and speak to you about their experiences living with a craniofacial condition. You can hear a real myFace patient's personal story, and learn more about the craniofacial community at large.

SPREAD THE WORD

Once your club has been approved you can start gathering members. Find out if there is a club fair for your school and create posters and flyers to hand out, and provide information on myFace. Put notices up on any on-campus bulletin boards and of course, spread the word by mouth. You may also want to consider creating a Facebook group for your club (eg. New York College myFace Club), and blasting a mass invite. A myFace group will also be useful for remaining in communication with your members throughout the year.

MEET

Your first meeting should focus mainly on introducing and getting to know one another. Introduce yourself, state what the club's purpose and goals are, what members will do, and any potential ideas you have for future activities and events. After you've spoken, encourage your other members to introduce themselves and share their interests.. It would also be a good idea to exchange emails, numbers, or social media info so that you can all stay in touch about upcoming club activities! Come up with a club mission by the end of the first meeting. Eg. "Our myFace club strives to raise money and awareness for myFace and the craniofacial community."

ELECT OFFICERS

The last part of starting a club is electing the officers who will be in charge over the course of the school year. You can have as many officers as you need, but a typical club might have a President (leads and supervises the club with help from

other officers), a Vice President (helps the President and takes over if the President is not available), a Secretary (takes notes during meetings, maintains club records, keeps members updated on club news and events), and a Treasurer (manages club expenses and budget). Find out who is interested in running for an officer position and then hold elections.

You have now established a myFace Club! The next step is to maintain your club, which can be done by organizing activities, such as fundraising drives. Below is a list of fundraising ideas to help you get started:

FUNDRAISING TIPS AND IDEAS:

Form a team for Races for Faces

- Every year, myFace hosts our annual sponsored walk in NYC to raise awareness and funds for the craniofacial community. The event is a fun-filled family day with lots to do for children of all ages including exciting games, family activities and raffle, arts and crafts, obstacle courses and lots of surprises. Form a school team and fundraise for the race, and then join us for the walk and post-walk festivities. Find out more at racesforfaces.org, or by contacting us at getinvolved@myface.org. If you are from a non-New York City based school, you can still participate by virtual walking.

Have a myFace bake sale/social event/toy drive

- Speak to your school about organizing a myFace bake sale. Bake and sell tasty treats that everyone will enjoy and raise money to donate for myFace. This is also a great opportunity to spread the word about your club and gain new members. Make sure you have informational flyers to further explain your club's mission.
- Do a toy drive around the holidays for our myFace families
- Organise a social event to raise money for myFace (i.e. sorority or fraternity philanthropy event), where you collect donations for myFace. Anything can be a fundraising opportunity.

Create a personal fundraising page

- Create a personal fundraising page for your club by visiting:
crowdrise.com/givehopethroughmyface
- Encourage others to make personal fundraising pages too. You can start a campaign for a birthday or graduation, or in conjunction with an athletic event.

OTHER CLUB IDEAS:

Consider reading *Wonder* by R.J. Palacio as a group

Wonder is the story of Auggie, an ordinary boy with an extraordinary face. This book is a great discussion starter and will really help your club understand more

about the type of patients myFace helps. While Wonder is directed at young adults, it is a truly insightful book that would result in thoughtful discussions.

Stay creative

Brainstorm amongst yourselves more creative ideas to raise awareness and fundraise. Make sure you update your personal fundraising page with all the cool things your club is doing, and send us updates.

From everyone at myFace, thank you for your interest in forming a myFace club. myFace is an ever-expanding family, and together we can truly make a difference. We wish you the best of luck in this upcoming year, and we look forward to hearing about all the amazing things you achieve!

