



Solidarity Walk & Solidarity Encounters

Timeline and Organizer Checklist

On [our website](#), you will find information about the theme of the year, a pledge form, a sample flyer and a booklet with readings for the walk.

1-3 Months in Advance

- Decide on a date** for your Solidarity Walk.
- Give each member of the Sister Parish Committee a pledge form**, and encourage them to raise pledges. A pledge form can be found on our website.
- Plan the agenda for your Solidarity Walk.** How can your Solidarity Walk give fellow walkers a mini-delegation experience? Change the sample script to include a reflection from your sister parish, or include songs that are important to your sistering relationship. Decide if your church would like to hold a prayer service, Sister Parish informational session, potluck or other event either before or after the Solidarity Walk.
- Set fundraising goals.** How much money does your church hope to raise this year? How many people do you want to attend the walk? Setting clear goals gives you something to aim for, and helps you measure your success. If this is your first walk, you may want to keep your goals small. If you've held walks before, try to surpass what you did in the past. Encourage each person walking to set personal goals, as well.
- Meet with church staff** (social justice minister, administrative assistant, etc.). Let them know about the Solidarity Walk. If you're holding another event in addition to the walk, don't forget to ask for whatever you would need for that (a reserved room, tables, a projector to show pictures of your delegations, IT assistance, etc).

2-4 Weeks in Advance

- Put up flyers at your church advertising the event.** A sample flyer can be found on our website.
- Pick a route for your walk.** Usually, walk routes are a loop around the church with three planned stopping points for reflection, prayer, readings and song. The best routes will both encourage participation from your parish and raise your church's profile in the local community.

- Practice songs for the walk.** Some song examples can be found on our [Vimeo site](#) and other song suggestions will be included in our booklet. We encourage you to use songs that have significance for your sistering relationship.
- Assign a person to collect the money from your Solidarity Walk.** Make sure that all walkers understand the process for handing in donations. Send out reminders to collect pledges!
- Announce the walk at church.** Church members should be encouraged to participate in the walk and/or sponsor walkers. Be sure to have some pledge forms to hand out in case people want to collect pledges. Consider adding a song or prayer to your announcement at church.
- Invite friends to participate in the walk.** Invite nearby Sister Parish churches, or friends from neighboring churches that may be interested in learning about Sister Parish, Central America, or the benefits of partner community relationships.
- Inform local media** (hometown newspaper or TV station). Invite coverage after you have agreed on plans, a route, and goals for the walk. Media coverage on the day of an event gives your church, and your committee, greater visibility in your parish and your community. This can help your committee gain organizing momentum and attract new participants for future activities.

About a Week in Advance

- Assign roles for the walk.** 1 or 2 hosts, a few readers, a musician, a photographer, and an outreach person (who will be in charge of collecting money and handing out brochures during the walk).

Welcome Host(s) _____

Reader(s) _____

Outreach Person(s) _____

Musician(s) _____

Photographer(s) _____

Prepare materials for the walk. Make copies of readings and songs. SP brochures are available on our website. Or make your own handouts with information related to your church and committee. You may also want to make signs or a banner to carry with you. We will send a prepared script with readings, but feel free to adapt it for your community. **You are ready – we hope you have a wonderful Solidarity Walk experience.**