# Wisconsin Network for Peace and Justice Member Handbook

We're glad to have you join as a member organization under the WNPJ umbrella! We believe that we are stronger together. Collaboration, visibility, outreach and action all contribute to making a better world.

#### WNPJ Support for your work

We do not offer 'sponsorship' to member group events. However, as a member group, we allow - and encourage - you to cite your membership in WNPJ on your event promotions, website and other materials. Feel free to use the image below:

Member of Wisconsin Network for Peace and Justice

If possible, link this image to: https://www.wnpj.org

....or simply add the text "<u>Member of Wisconsin Network for Peace and Justice</u>" to your materials (with or without the link).

#### **Member Organizations**

We list all current WNPJ member organizations on our website. https://www.wnpj.org/members

Use this list to learn what other groups are doing, find others working on similar issues in your part of Wisconsin, or reach out to the contacts you see there about something that interests you.

Let us know if your contact information and description needs to be updated...or if you are missing from the list, so people can join your struggle! Send these updates to info@wnpj.org.

### **Amplifying Your Work**

WNPJ offers several opportunities to spread the word about what you do and how people can join you or participate. **Send us your news and events**: <u>info@wnpj.org</u>.

#### On our website: www.wnpj.org

- Online Calendar of events: <u>https://www.wnpj.org/event-calendar</u>
- News and Spotlights: <u>https://www.wnpj.org/blog</u>
- Job & Volunteer Listings: https://www.wnpj.org/opportunities

Facebook page: https://www.facebook.com/WisNPJ/

#### Email bulletin:

Every week WNPJ highlights members' news, action alerts, and upcoming events in our weekly e-News. Subscribe here: <u>https://tinyurl.com/WNPJnews</u> (View past e-News bulletins in the <u>email archive</u>.)

#### <u>Newsletter</u>

The *WNPJ Network News* is published twice a year (spring and fall) and is sent by postal mail, email and posted on our website. The newsletter includes articles by and about the work of our members or related issues. We welcome articles, images, creative work, writers, interviewers and coordinators. <u>https://www.wnpj.org/newsletter</u>

\*<u>Send your submissions</u> to <u>info@wnpj.org</u> by Sept 15th for the Fall issue and by March 15th for the Spring issue.

### In-person outreach opportunities

- Dane County Farmers Market spring-summer-fall
- MREA Energy Fair in Custer, in June
- Dane County King Coalition event in December
- WNPJ Fall & Spring Assembly programming & tabling in various locations around the state
- Group hosting of the WNPJ 'Weaving the Web' drop-in hour via zoom, the first Thursday of each month from 12 noon 1 pm

### **Resources for Member Groups** - Nuts and Bolts

- Media list on-line statewide contacts for press releases and news coverage;
- <u>Member Toolbox</u> with all sorts of information for non-profits and activist groups; visible from the "person" icon drop-down when you log in to the website;
- <u>Meeting Owl rental</u> device for virtual meetings; need to arrange pick-up or delivery from Madison;
- <u>Miscellaneous office supplies</u>: megaphone, easels, yard sign stapler, etc. stored in Madison;
- Finding a fiscal sponsor for your group:

WNPJ does not act as a fiscal sponsor for other groups. For that, we refer you to the PC Foundation, a WNPJ member organization that specializes in fiscal sponsorships and other kinds of support and mentoring for non-profits. <u>pcfound.org</u>

## **Coming Together in Community**

Meeting at various locations throughout the state. If your group is interested in hosting one of these events - let us know at <u>info@wnpj.org</u>

- Spring Assembly & Steering Committee for contacts of our member groups
- **Fall Assembly** for the WNPJ member groups and individuals, partners and interested community members

### Ways you can help make WNPJ thrive and grow, and work for you:

- Join the Board of Directors: the Board and Officers guide WNPJ's priorities, make hiring decisions and oversee finances.
- Newsletter volunteers: writing, interviewing, layout, editing, copying & mailing
- Member database maintenance
- Website updating
- Facebook posting
- e-News compiling & layout with Mail Chimp
- Event planning
- Financial planning & maintenance
- Virtual event hosting
- Other technical support