

Conference for Families and Parents of Small Children

Saturday, October 22 | 9:00 am - 12:30 pm

Hosting a Watch Party

- 1.** Determine a meeting place for October 22 that has enough space to comfortably accommodate a larger group and that has the technology you need (high-speed internet, large screen for viewing, speakers, Zoom). If you have a Spanish-speaking group, you will need a separate space to listen to the interpreted version of the conference.
- 2.** Recruit others to watch with you. Families with children age birth to 8, early childhood professionals, and those who work with early childhood services will benefit from the conference.
- 3.** Decide how people will RSVP for your watch party (separate from the conference registration).
- 4.** Encourage attendees to register for the conference at <https://bit.ly/NEFamilyConference>. Only registered participants can receive a gift card for attendance.
- 5.** Consider offering childcare for parents who would like to attend the watch party and decide if you'll provide food/drink. If you need funding for food or childcare, please contact Mariana at mmunozdeschell@nebraskachildren.org.
- 6.** Designate a host who knows Zoom well and can deal with technical issues. Test your technology before the event. Ensure internet and Zoom access are working, as well as screens and speakers.
- 7.** Remind your RSVPed guests a few days before the watch party, and especially again the day before – by email, text, phone, or social media.
- 8.** Make sure everyone signs in at the event. Ask guests to sign in as they arrive. Afterwards, take a picture of the sign-up sheet/releases and email it to Mariana at mmunozdeschell@nebraskachildren.org.
- 9.** Take pictures/videos while and after you watch the Family Conference. Let your guests know that you will be taking pictures (have them sign a release) and posting to social media and that they should, too! Use any of these hashtags: #NEparenting #childdevelopment #earlychildhood #NEfamilies #NEkids #NEchildren #healthyfamilies.
- 10.** Ask questions and discuss. One of our main goals is to make people aware of these issues and to facilitate conversation!
- 11.** Once your event is over – give yourself a HUGE pat on the back! We want to see how the event went, so send us pictures, videos, and the sign-in sheets to Mariana.

