

Volunteer Handbook for the Friend to Friend Program

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Friend to Friend Working Group

American Cancer Society

Minnesota Division, Inc.

Hayme Christensen

Angie Dhruvan

Janet Fisher

Gretchen Frederick, Chair

Noel Jarvis

Kay Markling

Lilly Perry

Rose Sogard

Judy Vallot

Phyllis Brynstad

Mary Robinson

John Finnegan

Shelly Heck

Dianne Colley

Nancy Omdahl

Staff Committee

John Finnegan

Jon Slater

Shelly Heck

Dianne Colley, ACS

Nancy Omdahl, ACS

Nancy Hall

Jeanne Dungey

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Welcome to the Friend to Friend Program and THANK YOU for volunteering your time and energy to this project!

The Friend to Friend Program

The Friend to Friend Program is funded by the National Cancer Institute and sponsored by the American Cancer Society--Minnesota Division, Inc; Senior Resources; the Minneapolis Public Housing Authority; Minnesota Department of Health; and the University of Minnesota. The purpose of the program is to encourage women living in Minneapolis high-rises to have regular mammograms.

The program includes three major components:

- 1) a Friend to Friend Party in each high-rise where ACS volunteers, including a health professional, deliver the mammography message and participants are encouraged through small group discussions to sign up for either a mammogram or to be reminded on their annual screening date
- 2) an informal sign-up session held within two weeks of the party for women who weren't able to attend the Friend to Friend party; residents attending the party are encouraged to bring a friend who wasn't at the party to this session
- 3) assisting residents who sign up to get a mammogram

The Handbook

This handbook has been developed to help familiarize you with the Friend to Friend Program and to provide you with instructions and examples for planning and conducting the Friend to Friend Party and the Sign-up Session. Sections are tabbed for ease in accessing information. The "Example" section includes photocopies of most materials used in promoting the event, and the "Resource" section is where you will find phone numbers, definitions, etc. Each section is numbered beginning at "1" and a "contents" list is provided for each section.

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Examples

- General “Picture” Poster
- Friend to Friend Party Announcement Poster - pink
- Sign-up Session Announcement Poster - yellow
- Invitation to be put in building’s newsletter
- Summary Sheet completed by Team Captain after meeting with Resident Coordinator
- Invitation letter sent to eligible residents of the high-rise

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