

Community Support Network of Nevada County

A “How To” Guide for Speaking Inquiries & Information Sharing

The Community Support Network of Nevada County is an inclusive, voluntary association of agencies and individuals from the Nevada County community who share a common mission: that all families in Nevada County have ready access to a well-integrated and coordinated support network that is easily available and well funded. To learn more about the Community Support Network visit www.csnncc.org.

To see the following info about meetings, please visit the CSN website Meetings page at csnncc.org/meetings:

- meeting time and location
- meeting dates
- prior topics, agendas, and minutes

"CSN Partners" are those individuals and organizations that regularly attend meetings and support and/or participate in other CSN activities.

CSN exists, in part, to serve the flow of information between and among organizations and individuals.

Here's how CSN can help you share information...

- E-NEWS - Submit an item for the weekly Tuesday morning e-news. See info on page 2 about how to submit.
- NETWORK ANNOUNCEMENTS - At most CSN Partner Meetings (first Wednesday of each month except July, August, and December) there is a 5-minute slot at the end for people to share very brief announcements of upcoming events, new programs, etc.
- INFO TABLE - At all CSN Partner Meetings there is a table set up at the back of the meeting room for people to put flyers, brochures, etc. Any left at the end of the meeting will be recycled, so please take any extras with you when you go.
- “BUILDING THE NETWORK” SHORT SPEAKING SLOT - At most CSN Partner Meetings there is an agenda item called "Building the Network." This is a 5-10 minute opportunity for a scheduled speaker to share information about an organization and/or program. See info on page 2 about how to apply for this slot.
- “MEETING FOCUS” FEATURED SPEAKING SLOT - At all CSN Partner Meetings there is a "Meeting Focus" slot for a featured speaker or panel. This is a 45-60 minute opportunity for a scheduled speaker or panel to share information about organizations and/or programs. See info on page 2 about how to apply for this slot.

- HOW TO SUBMIT E-NEWS ITEMS – The “CSNNC News” e-newsletter goes out each Tuesday morning. It consists of items posted on the CSN website “News” page at csnnc.org/news. Content posted since the prior e-news went out is automatically “grabbed” by MailChimp for each new edition of the e-news. The CSNNC MailChimp list has about 425 subscribed email addresses.
- Please submit items with relevant info such as: who, what, when, where, why, how (and how much it costs, or free), and contact person/info.
- If flyers or graphics are submitted, please keep attachment size to 500KB or less if possible. I cannot open .pub files, so need to get attachments as PDFs, JPGs, or Word docs.
- Items need to be received by Friday at noon for consideration for the following Tuesday’s edition.
- Editor will review submission and may rewrite for brevity and/or clarity. The item will run if it is appropriate for inclusion.

HOW TO APPLY FOR CSN PARTNER MEETING SPEAKER SLOTS

The CSN Partner Meetings are planned by the CSN-CAPC Board (Community Support Network-Child Abuse Prevention Council Board). The Board meets every month of the year on the Monday (or Tuesday if affected by a holiday weekend) following the first Wednesday of the month. Meeting dates are posted on the CSN website's Meetings page. The CSN Coordinator is directed by the Board to carry out meeting plans and other communications.

Meeting topics are decided by the Board based upon...

- input from CSN Partners via evaluation forms filled out at each meeting
- verbal or written requests from Partners
- applications from individuals and organizations who wish to share their work with CSN Partners.

Meeting topics and speakers, and Building the Network speakers, are scheduled up to six months in advance.

TO APPLY FOR EITHER A “MEETING FOCUS” FEATURED SPEAKER SLOT OR “BUILDING THE NETWORK” SPEAKER SLOT...

Please submit a concise paragraph describing what you'd like to present. The Board needs to know:

- who you are – your name and qualifications
- what you want to talk about
- how what you do serves kids and families
- if your organization is a nonprofit, government agency, etc.

Email the paragraph to the CSN Coordinator at csnncorg@gmail.com. The request will be placed on the agenda for the next CSN-CAPC Board meeting. The applicant will be notified of the Board's decision following that meeting.

Questions? Contact CSN Coordinator Susan Sanford at csnncorg@gmail.com.