

Initial 30-Day Checklist

Here's our best advice on what to do in your first 30 days to set yourself up for success.

- ❑ Complete your Member Profile on the Hub as soon as possible.
 - Be sure to post your picture so we can feature you in our monthly Newsletter.
 - Create a precise and concise Short Bio so other members understand “who you are” and “what you do” at a glance. The short bio is limited to 250 characters, so include keywords in your description about your services and specialty. You can add more detailed information to your Full Bio.
 - Develop clear answers for "call me when" and "who is my ideal client."

- ❑ Attend a New Member Orientation. Your Member Services Representative can help you schedule this during your onboarding call, or you can search the Hub for the next one in your region.

- ❑ Connect with a mentor from your Group. If one hasn't automatically been assigned, ask your Group Leader for guidance. Mentors are magical. A good mentor can help you:
 - Prepare your introduction or powerful Testimonials.
 - Meet other members! Everyone is here to help you succeed.
 - Devise a guesting strategy.
 - Point you toward Affinity Groups that might be a good fit.
 - Answer your questions.

- ❑ Attend your first Home Group meeting.
 - Prepare a brief but memorable introduction so people are clear on what you do.
 - Be sure to stay for your Troika groupings to connect more deeply with other members.

- ❑ Start connecting with other Group members:
 - Schedule coffee or a virtual meeting with other Group members to build your knowledge of resources within the Group.
 - Become a member of your regional ProVisors LinkedIn Group to keep up with members and post your own awards and achievements.
 - Check out other members on LinkedIn and reach out as you spot shared connections.
 - Request to Guest at other meetings as often as you're able – it raises your profile!
 - Show up! Attend your Home Group meetings regularly and arrive early for networking – you'll get to know people faster and in a more meaningful way.
 - Find an Affinity Group to join. If you're in a newer region, you can attend other regions' Affinity Groups virtually. Your Group Leader will be able to offer some guidance.

- ❑ Create a goal for business generated through ProVisors and identify what action you will commit to in order to drive those results.

- ❑ Identify opportunities to make referrals – get known for being a giver. It comes back to you!