



NY CIRCLE K



FIRST SEMESTER TABLING GUIDE 2023

YOU MAY BE WONDERING... WHAT IS THIS FOR?

Tabling plays a huge role in recruiting new members into your Circle K club! You might have some questions as to how to table and where to start. This guide was made for you!

PREPERATION



Where & When to table?

The beginning of the semester is always the best time to start thinking about tabling at club fairs your school might be hosting.

Check with your school to learn about your opportunities to table and write those dates down! Make sure you sign up for yourself and your club.

Dress Code

There is no dress code, be yourself! Keep it casual as you want to look approachable to new potential members. But... **CIRCLE K MERCH NEVER HURTS!** Showcase your CKI items, mascot, and sweatshirts!



When talking to a potential member...

You may feel stuck as to what to say to this new person to draw them in and that's okay! Prepare a mini script for yourself. You can use this script as an icebreaker until you are able to learn a little bit more about them!

Topics for discussion

- Potential past key clubber?
- Bring up your favourite event!
- Your favourite tenet... and why!

SOME TABLING VISUALS BY SCHOOLS

CCNY



ROCHESTER



U BUFFALO



PACE U





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1

MAKE YOUR TABLE POP IN 3 WAYS

MATERIALS

Have freebies (snacks, stickers, etc.) to give out
Use a fully charged electronic device for sign-up sheets (Collect emails & names)

VISUALS

Create eye-catching visuals to display at your table to spark interest
Decorate your table with tablecloths, poster boards, Circle K banners, and more!

PROMOTING

Post your tabling on social media to attract your current members to come by and say hi!
Print marketing materials to give out during your tabling! (handouts or flyers)

3

WHAT'S NEXT?

Now that the tabling event is over, you may be wondering... what's next?

Start updating and informing your new members of your upcoming events! Notify them of what's to come

Reach out through DMS, emails, and phone numbers, get in contact ASAP!

Keep your social media updated, let your newer audience know what's happening with the club!

2

YOU & YOUR TEAM

You and your team are the soul centre of your tabling event. Without you guys, there would be no club! Here are a few things YOU can do to improve your tabling outcome.

INTRODUCTIONS

Introduce yourself!
Introduce Circle K and what we are (Fellowship, Leadership, Service)

CONNECTION

Discuss what interested you in Circle K, and how did you get involved?
Ask questions about themselves, find ways to connect with their personal interests



ATTITUDE

Talking to new people can be scary, but you can do it! Be the first to approach new members & guide them to the table!

YOU GOT THIS!

Last but not least, don't forget to smile! Stay positive, you'll do amazing.

Good Luck from NY Circle K!