

Concierge Program Outline

Duties

- Welcome New Members in your Regional Section Monthly (list provided by CAHSAH Staff)
 - Personal e-mail offering to schedule a call
 - Includes social media invite via LinkedIn if applicable
 - Includes brief bio of concierge
- Deliver Referral Lists in-person to targeted sources
 - Referral Lists and collateral mailed by CAHSAH to Concierges
- Share CAHSAH posts on your social media accounts
- Collaborate with CAHSAH staff to improve interpersonal interactions with prospective members. This can include, but is not limited to
 - Find ways to create more interactions in their sections between members and non-members to improve recruitment efforts
 - Attending workshops/events as possible
- Connect monthly with CAHSAH to report success and maintain open lines of communication.
- 2-year commitment

Perks

- One-time recognition for you and your agency for being a concierge in Weekly News Update
- Ongoing recognition for outstanding performance as a concierge in Monthly Bulletin
- \$100 CAHSAH Cash for each new member recruited
 - Can be used on educational workshops, events, and resources
- Opportunity to fast-track your local networking with providers in your region
- Face-to-face networking with referral sources