

Women Build 2025

Women Builder Success Checklist



Getting Started

- ☐ Sign up for your fundraising page on chicagowomenbuild.org (URL provided by your Team Leader)
- ☐ Register for your build day on the volunteer portal (URL provided by your Team Leader)
- ☐ Customize your personal and team fundraising pages.
- ☐ Use the **social media kit on chicagowomenbuild.org** to post on your personal social media accounts and spread the word about your commitment to Women Build!
- ☐ Ensure that **events@habitchicago.org**, **volunteer@habitchicago.org** and **b02@b.volunteerhub.com** are marked as known senders so you do not miss any key information.

Ongoing

- ☐ Use the resources on **chicagowomenbuild.org** to fundraise.
- ☐ Post frequent updates to your **chicagowomenbuild.org** fundraising page and social media accounts about your progress.
- ☐ Thank your donors.
- ☐ Check out the Habitat Chicago Women Build Merch – a portion of your purchase will be credited back to your fundraising page!
- ☐ Check out the monthly Women Build newsletter email for important information and fun updates from Habitat Chicago.

30-60 days before your build day

- ☐ Review the **FAQ section of chicagowomenbuild.org** to prepare for your build day.
- ☐ Evaluate your fundraising progress and plan to meet your goal before October 25th, 2025.

7-30 days before your build day

- ☐ Coordinate transportation/carpools to the build site with your team members.
- ☐ Review the FAQ section of **chicagowomenbuild.org** to prepare for your build day.
- ☐ Confirm you have proper build site attire, a water bottle, sunscreen, and everything else you need to bring with you on your build day.

Build day

- ☐ Make sure you arrive at the build site between 7:30-7:45am so we can start on time.
- ☐ Enjoy your build day, work hard, and celebrate the difference you have made!
- ☐ Take photos and share your on-site experience to thank your donors and continue fundraising.

Right after your build day

- ☐ Thank your donors and use photos from your volunteer day! Photos will be emailed to you the week after your visit on site.
- ☐ Celebrate!

Questions? Contact your Team Leader or email **events@habitchicago.org**.