

# Just Us Girls

## Host guide



Cancer  
Society

[www.justusgirls.org.nz](http://www.justusgirls.org.nz)

# THANKS FOR REGISTERING YOUR EVENT

Now it's time to start planning. This guide will help you with your ideas and your fundraising. In your pack we have included some printouts, but if these are not enough, you can download more at [www.justusgirls.org.nz](http://www.justusgirls.org.nz).

There are many types of cancers that affect women. The most common is breast cancer, with more than 3,000 women diagnosed each year. Due to research and early detection the survival rate has increased over the years. It is through fundraising like Just Us Girls that this kind of research is funded.

Research, support services, information... it is all made possible because of fundraising efforts such as yours.

Thank you.

*Now, let's get on with planning a great event.*

# Let's Talk

While we are gathering the girls together, let's take this opportunity to talk about cancer. After all, your event is raising money for awareness, so let's start now.

## Prevention is the place to start

Did you know that cervical cancer is one of the most preventable of all cancers?

Immunisation is now available to protect women against two common types of HPV (the virus that can cause cervical cancer). Having regular cervical smear tests (every three years) can reduce a woman's risk of developing cervical cancer by 90%

Most skin cancers, including melanoma, are preventable by reducing exposure to UV rays. Simply by being SunSmart, slipping on a shirt stopping on some sunscreen, slapping on a hat and wrapping on a pair of sunnies, you can help prevent skin cancer

Skin cancer is the most common cancer in New Zealand. We have the highest rates of melanoma in the world!?

Healthy lifestyle choices may reduce your risk of breast cancer.

The cause of breast cancer is not yet understood, so research in this area is vital. But what we can say is that by choosing to not smoke, maintaining a healthy weight and engaging in regular physical activity may reduce your risk. And it will make you feel good too.

# Planning Tips

*'A goal without a plan is just a wish'*

So to make planning your event a little easier, we have provided a few tips to keep you on track.

## Choose your theme and set a date

Decide what theme you would like and pick a date in June. Wardrobe swap, movie night, pampering... the choice is yours. Just make sure you send your invitations out in plenty of time for your girlfriends to book the date.

## Register your Event

Go online to [www.justusgirls.org.nz](http://www.justusgirls.org.nz) and register your event. Then set up a Facebook event so you can share your event with your friends. By registering online you also go in the draw to win a fabulous prize.

## Ask for help

Share the fun of planning and fundraising with a few of your friends. It is always easier with your friends there to lend a hand.

## Get set... fundraise!

How are you going to fundraise with your event? If you are stuck for ideas, turn to page 10 of this guide for some inspiration.

## Get Excited

Get excited about your event and share that excitement with your friends. Send out reminders through email, or post updates on your Facebook event page. If you are fundraising before your event, share your growing total from your fundraising page.

## Bank your efforts

After your event don't forget to bank all your fundraising efforts before the 14th July to go in the draw to win.

# How your donations help

**\$10** will provide people affected by cancer with important support and information resources.

**\$35** will keep volunteer drivers on the road, transporting people to their cancer treatments and hospital appointments.

**\$40** provides a therapeutic massage to alleviate pain and provide comfort and relaxation for anyone undergoing cancer treatment.

**\$50** provides counselling and support to people with cancer and their caregivers.

**\$80** keeps the Cancer Society shuttle service running from Taranaki and Hawke's Bay to Palmerston North hospital.

**\$100** will help make schools SunSmart and work towards a Smokefree New Zealand.

**\$500** ensures ground breaking research in to new and better ways to prevent, diagnose and treat cancer continues.



# Checklist



## Before your event:

### Register your event

If you haven't already, go to [www.justusgirls.org.nz](http://www.justusgirls.org.nz) and register your event. This puts you in the draw to win a fantastic prize, and lets you show off your fundraising efforts online.

### Set a date and send your invites

Select a date for when you want to host your event, then write out, send or email your invitations to all your friends.

### Add a Facebook event

If you and your friends are on social media, it makes it easier to communicate if you have a Facebook event for everyone.

### Activities

What activities will you have at your event?

Do you need to organise:

- Food
- Drinks
- Prizes
- Games
- Movie

What else do you need to organise?

### Prizes

Are you holding a raffle or auction? Where will you source your prizes from?

### Motivate

Remind your guests via email and Facebook, share your fundraising page, share ideas on your event theme. Encourage your guests to do the same.

## On the day:

### Set Up

Get everything set up early for your event. Do you need to pop out for anything else?

### Guests and donations

Don't forget to collect any entry fee from your guests. If they don't have cash or want to donate a larger amount, how about having a computer or laptop set up with your fundraising page.

### Take photos

Take photos and share them on Facebook and Instagram @justusgirlsNZ #justusgirls2018.

### Say thanks

Without you and your guests this event wouldn't be possible. Make sure to say thanks and let them know how much you have all raised.

## After your event:

### Say thanks again

Email and/or Facebook your guests to say another thank you and remind them of their fundraising efforts.

### Bank your funds

If you collected cash on the night pop down to your local ANZ or deposit your funds online. Or you can just pop the extra donations into your fundraising page online.

***Bank your funds before the 14th July and go in the draw to win a family portrait sitting with Sandy Carter Photography.***

# Event Ideas



## Movie Night

Host a movie night and have a cover charge. Popcorn, movie, great company. What more could you want? How about some trivia games, or other movie themed activities.

## Wardrobe Swap

Do you and your friends have a collection of clothing that you don't wear anymore but they are too good to throw out? Organise a night to get together with bags of your clothes and have your own swap meet.

Charge an entry fee as your fundraising and you are all set. Or ask your friends to purchase the clothes they are going home with.

## Pamper Night

We all love pampering. Create your own mini spa and invite your friends along for some indulgence. Do you know a friend in the beauty industry that can help you all with manicures or facials? How about mixing your own facial recipes for a laugh.

## Dinner Date

Don't feel like organising an event at home? Invite your friends out for a dinner at one of your favourite restaurants. Or maybe try a place no one has been to before.

## Games Night

Host a night of board games. Or how about a casino night? Better yet, get everyone up and moving with games like Pictionary or the old Sing Star. A door charge is a great start for your fundraising efforts.

### Take a Class

Do you or one of your friends have a talent that you would love to learn? Knitting, sewing, singing, yoga... the possibilities are endless.

### Home Sweet Home

Invite your friends around for a simple night of entertainment. Dinner, cheese platter, or maybe afternoon tea. Invite them to bring a plate, or cook it all and charge a cover charge for fundraising.

For more ideas visit our webpage [justusgirls.org.nz](http://justusgirls.org.nz) or check out Facebook to see what everyone else is up to.

*Share your photos on Instagram #justusgirls2018*



# Fundraising

## Set up your fundraising page

Register your event and set up your fundraising page at the same time. Encourage friends and family to support your fundraising by donating. Share your fundraising page on Facebook and encourage anyone that can't attend your event to make a donation.

## Be the first

The best way to encourage more donations on your page is to make a donation first. Kick off your fundraising efforts with a bang.

## Become an auctioneer

Auctions on the night are such a simple way to raise funds. How about having a blind auction where each of your guests brings along a auction item that is already wrapped. Each person then has no idea on what they are bidding for.





### Raffles

Make up a cute gift basket, or ask your friends to add to one. Then sell raffle tickets both before your event and on the night.

### Cover charge

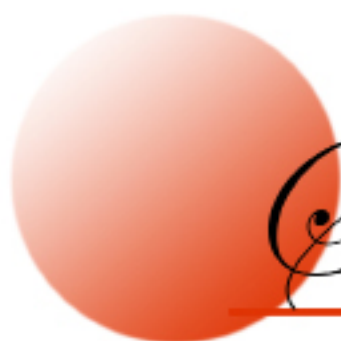
Whatever your event is, the easiest way to fundraise is to have a cover charge.

### Sell items on the night

Are you having a pamper night? Have items that your guests can buy and take away on the night. Movie night? Sell popcorn. Clothes swap? Sell the clothes.



# Win



## *Sandy Carter*

# PHOTOGRAPHY

How long has it been since you had a family portrait taken?

Host a Cancer Society Just Us Girls event, bank your fundraising by 14th July,  
and go in the draw to win a family portrait session from  
Sandy Carter Photography.\*

Package includes a full family potrait session (up to one hour of photography)  
ALL edited images downloadable at full resolution  
and a printed portrait of your choice, up to 48 x 27cm (9x16in)

**Prize valued at \$650**

Portraits can be taken on location\*\*  
or at their custom built studio in the Manawatu.  
The choice is yours.



[www.sandycarterphoto.co.nz](http://www.sandycarterphoto.co.nz)

\*Sitting must be booked one month in advance and used before 31/12/2018

\*\*Location must be within the Central Districts area -

Gisborne East Coast, Hawke's Bay, Manawatu-Horowhenua-Taranaki,  
Whanganui-Rangitikei- Waimarino

# Host Heroes

## Plan B - Boss Babes

In 2017 the ladies from Plan B hosted our most successful Just Us Gilrs event for the year. They organised a breakfast at Peppers Beachfront. Tickets were \$40 and included breakfast, a guest speaker, raffles, spot prizes and just a whole lot of fun! They raised a whopping \$4,500 and had a blast doing it.

When the Mum of a beautiful wee battler tells you "People like you give us an extra boost in strength..." That is why I do it. Paying it forward, as one day it may be me or my loved ones that need that very boost.

*What an utterly amazing day. When all of the planning and hard work comes together and exceeds all expectations.*

*Some people asked me why I overload myself doing these 'extra' things. It makes my heart happy, that is why. It helps keep me grounded and grateful that myself and my family have our health. I enjoy organising, it's not a chore, its a passion. I love working on projects with my tribe and beyond. But really, it's about helping others, giving back to our community. If I have some skills that can make that happen, I want to share them. I didn't personally put my hand in my pocket and pull out a tonne of cash - but because of us hosting and organising this event and because of all of you who supported in some small or big way, we will be able to donate around \$4,500 to our local Cancer Society. - Jo McLean*



150 women fundraising for women with cancer



# Your local Cancer Society

## At Work In Your Community.

Cancer Society New Zealand provides critical support services to people and their whanau who are facing cancer.

All services provided are funded by the generous support of people just like you (we are an independent charity and receive no Government funding) who by fundraising make a real and tangible difference to everyday people who are facing cancer.

Fundraising efforts and donations help provide services such as counselling, massage or reflexology for pain relief or maybe an overnight stay near their hospital. Any donations received stay within your community too - so you know you're helping the people that matter most to you.

More than 5000 people are diagnosed with cancer in the Central Districts region annually. Our role is to reduce the incidence and impact of cancer in your community.

A colossal part of that is ground-breaking research - research underpins most of what we do.

We proudly help fund the world-class research conducted by the Cancer Society Social and Behaviour Research Unit (SBRU) at Otago University and we are also the largest non-government funder of cancer research in Aotearoa through an annual grants programme which includes funding training for students to carry out advanced cancer research.

As an organisation we are also participating in an international study being led by the World Health Organisation looking at global cancer survival rates.

At a national level, we continue to support people and their whanau with cancer. In the past year the Cancer Society's cancer information helpline answered 9,720 phone calls.

Volunteer drivers travelled 1,131,191km taking clients to appointments - that's a whopping 19,634 trips helping 2,826 people - none of it possible without the generous support of donors and supporters like you.

The Cancer Society has lobbied on a range of subjects that matter to Kiwis including programmes that aim to detect cancers, funding treatments and more equitable care services that make life easier for clients.

In health promotion as an organisation, we work to reduce the occurrence of cancer in NZ by strong relationships formed with local and national providers for evidence based policy and legislation.

The four key areas are: Smokefree Aotearoa - achieving a smokefree Aotearoa by 2025; SunSmart Aotearoa - creating a SunSmart culture and implementing the SunSmart Schools programme; Healthy Aotearoa - addressing the level of obesity and alcohol-related cancers; accessible Aotearoa, making cancer services easier to access for everyone, especially for Maori, Pacific, low-income and rural populations.

Support us in supporting those that matter to you.



**Cancer  
Society**

Te Kāhui Matepukupuku  
o Aotearoa



# THANK YOU

from the  
Cancer Society Central Districts  
and everyone you have helped  
through your fundraising.

Gisborne Centre  
Gisborne Hospital  
Ormond Rd, Gisborne  
Phone: 06 867 1795

Manawatu Centre  
Addis House  
135 Ruahine St,  
Palmerston North  
Phone: 06 356 5355

Hawke's Bay Centre  
207 Nelson Street South,  
Hastings  
Phone: 06 876 7638

Taranaki Centre  
71 Lorna St,  
New Plymouth  
Phone: 06 757 3006

Wanganui Centre  
3 Koromiko Road,  
Whanganui  
Phone: 06 348 7402

[www.justusgirls.org.nz](http://www.justusgirls.org.nz)