

### Beth Millner Jewelry

Forward thinking small business running an internal marketing team.

Systems
Standards and procedures
Training materials
Researching new methods







### Marquette County Challenges

- Largest geographic county in Michigan
- Marquette is largest city in U.P. (20,600)
- Much of the county is very rural
- Limited cell phone and internet access
- Slower to catch on to new trends
- Many contractors don't use email and operate on handshake culture

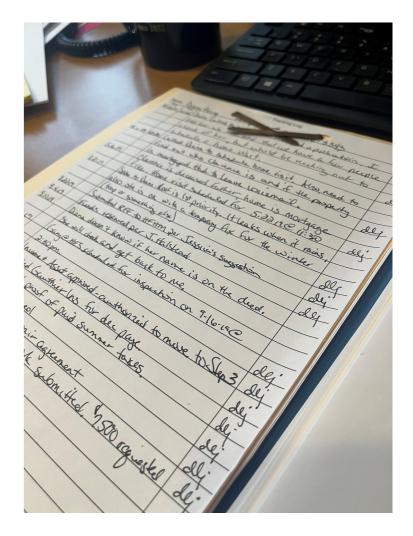




Photo: Travel Marquette

### **Analyze Systems**

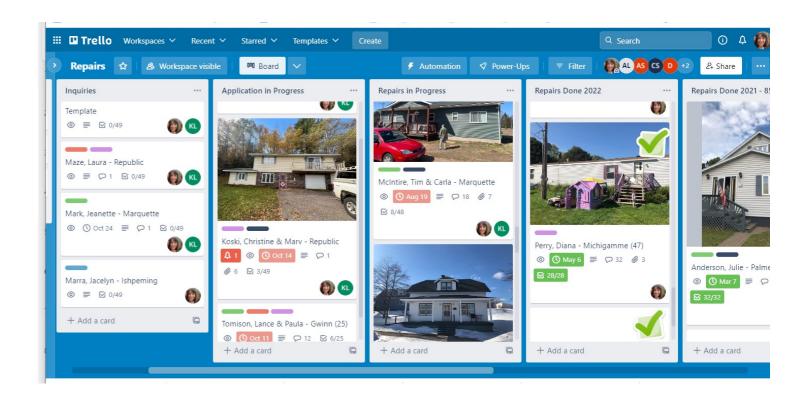
- Fresh perspective
- Watch what is done on routine basis and look for ways to improve
- Listen to new employees during training. Questions that repeatedly come up? Confusion about a process that could be clearer?
- Willingness to adapt systems to fit employees needs
- Keep an open mind and try new ideas
- Track and analyze
- Maintain systems integrate maintenance into system to keep it up-to-date

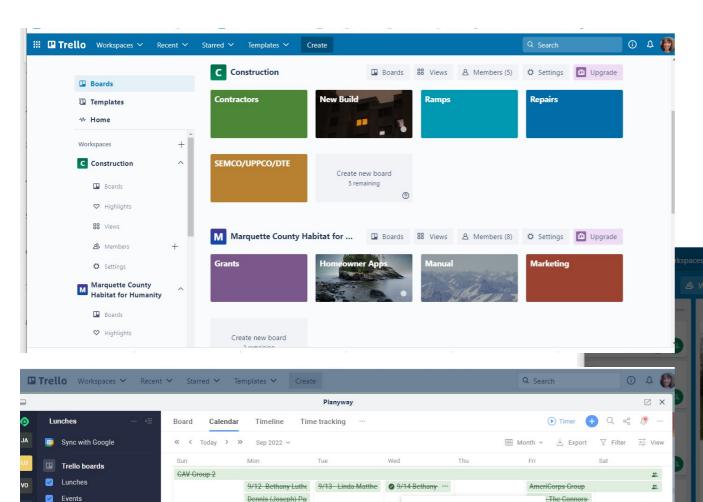


### Trello

Project Management Software

- Create different boards
- Organize by cards
- Add labels, team members, set due dates, comment or @tag team members
- Utilize Power Ups to create a more customized, dynamic workspace





P Sep 14 (1d)

9/14 Bethany Lutheran Women -

29

24

01 Oct

St Mary's Chu

30

Negaunee \*\*Confirmed\*\*\*

in account Janna F

in board Lunches

28

■ in list Completed 2022

Honor Credit Uni

O'meara, Gavin

9/19 St. Paul's Epi:

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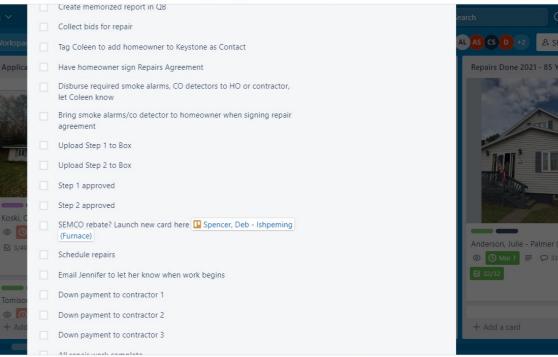
CAV-Group 2

CAV Group 2

AmeriCorps Group

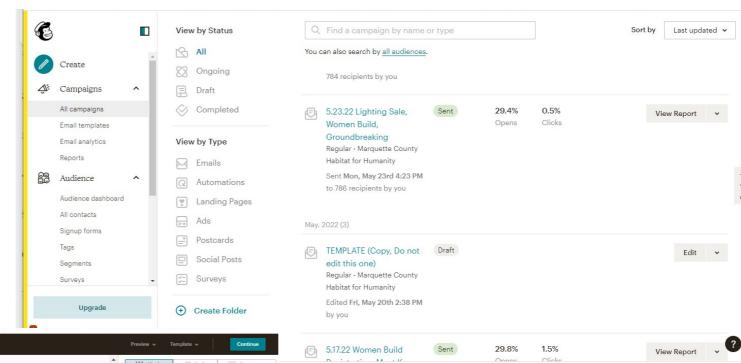
AmeriCorps Group

Volunteers



### Mailchimp

- Free up to 1,500 contacts
- Create template for consistency
- Add text boxes with subject matter for easier delegation
- Use give aways and raffles at events to drive sign ups
- Links to donate or other parts on website





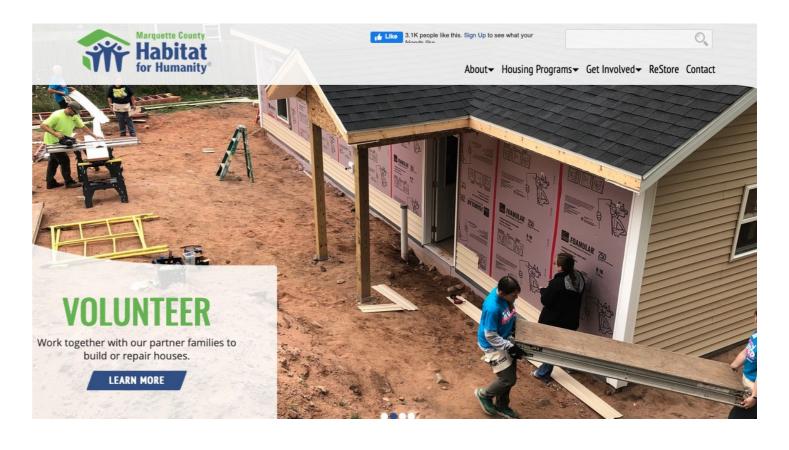
#### Canva

- Canva Pro is free for non-profits!
- Upload Brand colors/logos/font
- User friendly and easy to create all marketing materials



#### Website

- Keep it simple
- Audit and update annually
- Reduce as many places to update as possible
- Observe others while they navigate website to find any problematic areas
- Best practices use Alt tags, file names, keywords, meta descriptions

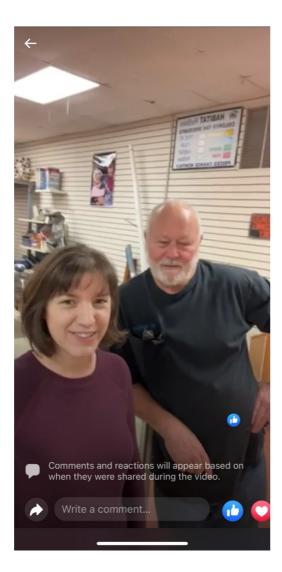


## **Additional Tips**

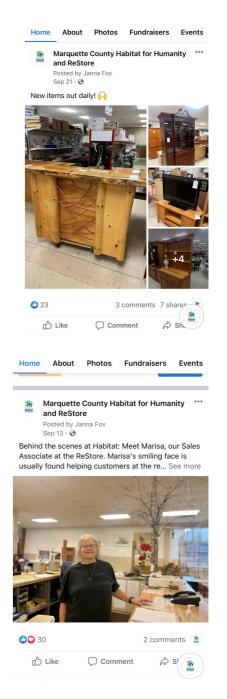
- Press releases for easy free marketing
- Consistent hours across all platforms/website/Google
- Shared Drive or other folder structural organization
- Lastpass or other password security
- If possible use your partner families and volunteers to create marketing content

#### Facebook

- Post & moderate consistently
- Platform for ReStore treasures and affiliate stories. Tie them together to sell the mission.
- Utilize scheduled posts
- Go Lives are very effective for us
- Boost posts at targeted audience for wider delivery
- Better to do well on one platform than spread thin on too many









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