Community Presentation Outline

Here is an outline for a presentation about the Contra Costa County Community Advisory Board on Realignment (CAB). This outline is designed to be adaptable and can be used for various audiences, from community groups to local leaders.

Slide 1: Introduction

- **Title:** The Contra Costa County Community Advisory Board on Realignment (CAB)
- **Subtitle:** What We Do and Why It Matters
- **Presenter:** Your Name and Title
- **Image:** A friendly, professional photo of a diverse group of people (representing the community) or a logo of the CAB.

Slide 2: Our Purpose

- **Header:** Who We Are & Our Mission
- **Body:**
  - Explain what the CAB is: A group of community members dedicated to advising the Community Corrections Partnership (CCP) Executive Committee.
  - State the mission: To ensure that the community's voice is heard in the implementation of public safety realignment.
  - Highlight the importance of the work: We work to promote effective, safe, and just outcomes for individuals on probation and parole and their communities.

Slide 3: Why We Need You

- **Header:** Get Involved: Your Voice Matters
- **Body:**
  - Explain the importance of community input.
  - Emphasize that the CAB's work is most effective when it reflects the diversity of the community.

- Mention the impact of getting involved.

Slide 4: Key Initiatives & Success Stories

- **Header:** Our Impact in the Community
- **Body:**
  - Briefly highlight one or two recent initiatives or projects the CAB has worked on. (e.g., "Advised on a new re-entry program," "Supported a partnership with a local non-profit").
  - Share a brief, anonymous success story that shows the real-world impact of the work.

Slide 5: How to Join Us

- **Header:** Join the CAB
- **Body:**
  - Explain the process for joining the CAB (e.g., application, interview).
  - Provide clear contact information for those interested (e.g., website link, email address).
  - Highlight the commitment required (regular attendance, a willingness to learn and participate).

Slide 6: Q&A and Thank You

- **Header:** Questions & Get in Touch
- **Body:**
  - Open the floor for questions.
  - Provide your contact information (email, phone number).
  - End with a thank you and an invitation to visit your tabling booth.

Tabling Event Plan

A successful tabling event is about making a great first impression and being prepared. Here's a plan to help you set up and engage with the community.

Before the Event

- Materials:
  - A banner with the CAB logo and name.
  - Brochures or flyers with information about the CAB, its mission, and how to join.
  - A sign-up sheet to collect names and email addresses for those who want to learn more.
  - A few brief success stories or testimonials that you can share verbally.
  - Business cards for key members or a general CAB contact.
- Setup:
  - A clean, organized table.
  - Two chairs behind the table.
  - Arrange materials neatly for easy access and visibility.
- Team:
  - Assign two board members per shift. This ensures there's always someone to answer questions and allows for breaks.

During the Event

- Engagement:
  - Stand up and be approachable.
  - Start conversations with a friendly question like, "Hi, are you familiar with the work of the CAB?"
  - Have a 30-second "elevator pitch" ready that explains the board's purpose and its importance.
  - Actively listen to community members' questions and concerns.
- Recruitment:
  - If someone shows interest, give them a flyer and encourage them to sign the sign-up sheet.
  - Briefly explain the commitment and the application process.

After the Event

- Follow-up:
  - Send a thank you email to everyone on the sign-up list.
  - Include links to the CAB's website and application forms.
  - Offer to answer any further questions.
- Debrief:
  - Meet with the tabling team to discuss what went well, what could be improved, and any common questions or feedback you received. This helps you refine your approach for future events.

This structured approach will ensure you make a strong impression and effectively recruit new, passionate community members.