



## Women In Construction Week (WIC Week) March 7<sup>th</sup>-13<sup>th</sup>, 2021

October 2020	Order buttons and poster Create a budget. Like the National Women in Construction Week Facebook Page: <a href="http://www.facebook.com/NAWICWICWeek">www.facebook.com/NAWICWICWeek</a>
November 2020	Submit Committee Chair information to National and Regional Chairs
December 2020	Submit commitment forms to National Planning and enjoying the holidays
January 1-15, 2021	Finalize plans and submit to Chapter Board Send request for Proclamations to all Cities and towns in your area.
January 16-31, 2021	Finalize plans and reservations
February 1-7, 2021	Submit your Women in Construction Calendar of events to members, local companies, construction associations and potential members.  Create individual events on Facebook for each event. Make it public to get more participation.
February 8-14, 2021	Resend your calendar of events. Post you events on Social Media platforms.
February 15-21, 2021	Resend your calendar of events to everyone. Start posting poster.
February 22-29, 2021	Send out event reminders. Continue posting to social media.
March 7-13, 2021	Brag about everything you do this week on all social media platforms. Send out reminders of events.
March 15-21, 2021	Gather photos and finalize report. Submit recap form and pictures to <a href="mailto:wicweek@nawic.org">wicweek@nawic.org</a> via Dropbox by March 21, 2021.
August 11-14, 2021	Attend Annual Conference in Charlotte, NC for winner announcement