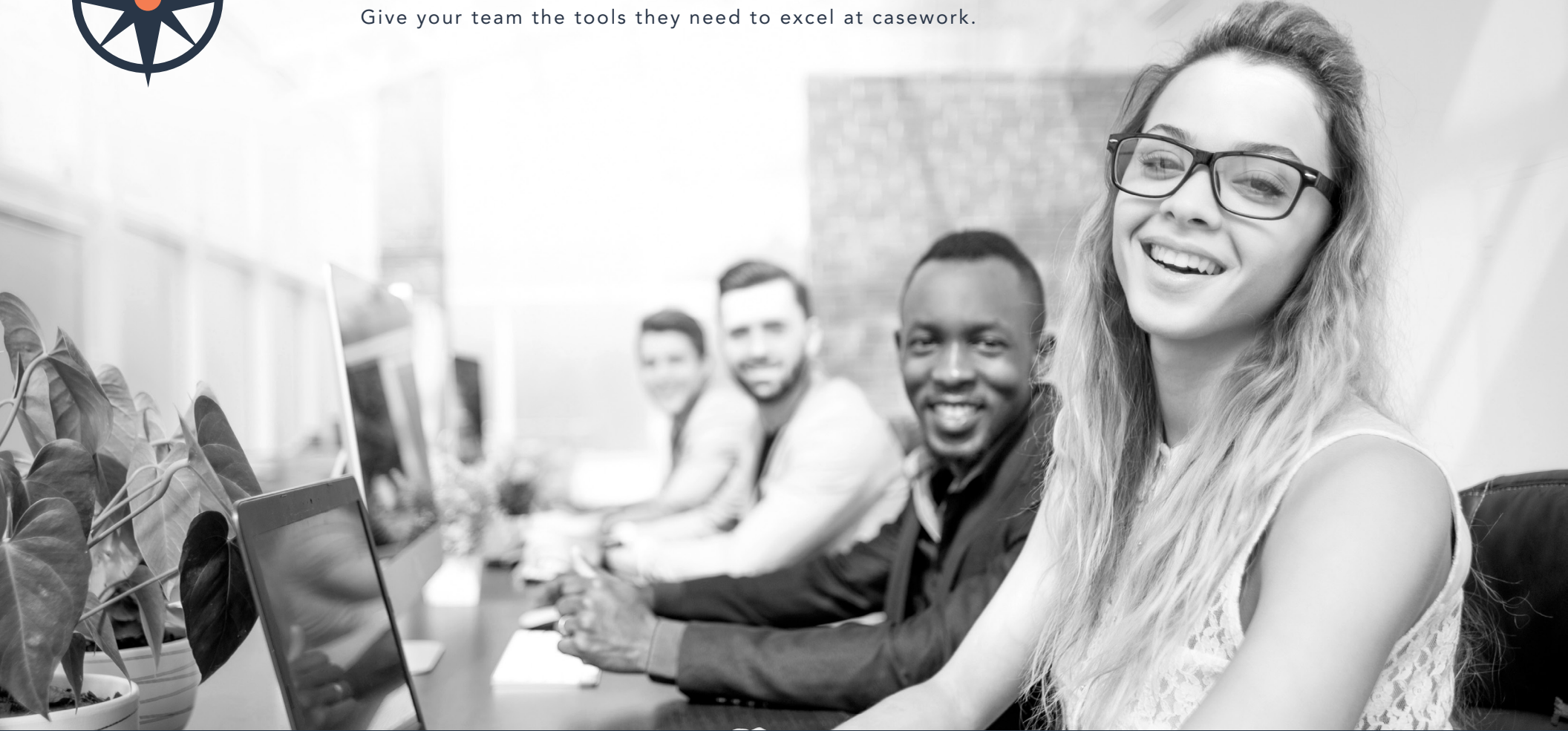




CASEWORK NAVIGATOR

Give your team the tools they need to excel at casework.



CASEWORK LAUNCH

WORKSHOP FOR NEW OFFICES

developed by



CASEWORK LAUNCH

A workshop for new offices to build constituent trust and a strong casework track record from day one



ABOUT

The Casework Launch workshop helps teams develop a casework operation that aligns with the Member's goals and the needs of the district. The program is designed to make the best use of the Member's time for goal and tone-setting, and to guide key staff through casework basics while creating a road map for tasks and processes to complete in the months that follow.

WHO IS IT FOR?

Casework managers and casework teams in the first year of operations

TIME COMMITMENT

The Casework Launch workshop brings the full casework team (or as many caseworkers have been hired) together over Zoom for a full day of education and planning. If scheduling permits, teams may find it beneficial to have the Member or Chief of Staff join for 15-20 minutes at any point in the day to provide input on setting casework goals.

Casework Managers will be asked to complete a 15-minute pre-workshop questionnaire to guide the day's schedule. The Launch program also includes a 60-90 minute post-workshop one-on-one session for casework managers to follow up on any questions from the workshop and dive deeper into casework team management.

DELIVERABLES

- In-depth understanding of casework rules, processes, and role in a Congressional office
- Practical workshop on designing sustainable, effective casework processes, setting achievable casework goals, and measuring success
- Practical exercises to analyze and troubleshoot standard casework processes, including intake and closing cases
- Guided road map for setting up a proactive, responsive casework operation

COST

\$4,000

CONTACT & BOOKING

A limited number of workshop dates will be available through 2023. Email info@popvox.org to check availability.