Onboarding Emails

Save the Date Email

Hi all!

Greens & Beans Grocery Co-Op is hosting a new member onboarding session on **[insert date]** at **[insert time]** at Luther Place Memorial Church. It will take about 15 minutes. If you are interested in becoming a new member, we would love to see you there! Sign up to attend here **[insert link]**.

In the meantime, check out our membership agreement and FAQs.

Following the onboarding, there will be an opportunity to meet other co-op members, listen in on a discussion, and shop our products. Bring your own reusable containers, or use one from our collection.

You are receiving this email because you are on our mailing list and/or have filled out our interest form. Please let us know if you no longer wish to receive these emails and we will remove you from our list.

Thanks!

- Your friends at Greens & Beans Grocery Co-op

Initial Follow-Up Email

Subject: Following up after orientation - Greens and Beans

Hi!

Thanks for attending the Greens and Beans orientation. We hope you enjoyed meeting some of our folks, and learning more about our co-op.

If you have any questions, you are welcome to respond to this email and we will get back to you shortly!

If you are ready to join us, next steps are as follows:

1. Agree to our membership agreement.
2. Pay dues. (see membership agreement for more details)

Once you've done that, we'll share the link to our shared Google calendar, invite you to our WhatsApp, send you a link to Meso (where you can order fresh produce), share the task signup list, and you'll be able to shop at the store!

Thanks,

- Your friends at Greens & Beans Grocery Co-op

New Member Follow-Up

Subject: Welcome to the Greens & Beans Grocery Co-op! We are excited to have you

Hi **[insert name]**!

I see that you signed the membership agreement! Here are the next steps:

- Join our WhatsApp group here. This is where we do most of our communicating and announcements! Let me know if you experience any issues joining.
  - Post in "General" to get set up on our website, which is also our payment platform for purchasing things at the store
- Create an account on our wiki. Go to the menu and click “Sign Up”. This is where we keep/update all of our internal info
- Download the Meso app and create an account to order fresh produce
- We usually get together about two Sundays per month at 6pm in the Luther Place Church Basement (where we held the onboarding), but it is not required to attend. That is a great time to shop too!
- To see the times of these get-togethers, and any other co-op scheduled activities, join our Google Calendar
- Review our list of tasks and descriptions here. Sign up for an open task + connect via Whatsapp with the Committee Leads (contact info here) for the work you're interested in (you can find them in their Whatsapp group!), or let me know where you'd like to get plugged in!
  - Note: log into the wiki (bullet 2 above) to load the Committee Leads contact info wiki link

Note that there is a 3-month trial period for new members. Read more about the trial period here.

Thanks, and excited to have you on board! Let me know if you have any questions.
- Your friends at Greens & Beans Grocery Co-op

New member three week welcome campaign

Note that these are currently being set up to be auto-sent through Mailerlite. To see more on this campaign, see the onboarding steps / email wiki page.

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