



## FIERCE URGENCY OF NOW FESTIVAL: BECOMING AN EVENT HOST

We invite individuals, organizations, and businesses of all sizes to submit an event application that falls into one of the following pillars:

- **BE SEEN:** (Professional development courses/certificates/hackathons; Job/recruiting fairs; round table discussions with local CEOs)
- **BE HEARD:** (Peer-Peer networking, group activities and discussions; story share events; open-mic)
- **BE INSPIRED:** (Keynote presentations, Panel Discussions; Civic engagement events; volunteering)
- **BE TOGETHER:** (Boston tours; day parties; fitness classes; art classes; cooking classes; happy hours; community shows/plays)

These are just a few event ideas, but we are excited to hear what other out-of-the box event ideas you have that encourage dialogue around civic, community, policy, and/or business-related issues OR bring young professionals together through experiences. If you already have an event in the works, such as a music festival, show, or panel, that is scheduled for this time period, we welcome you to make it a part of the festival! We are happy to amplify your event if it follows our guidelines around diversity and inclusion - that way you aren't creating an entirely NEW event.

### THE ROLE OF THE EVENT HOST

As an **event host**, you can expect to:

- **Plan & execute** your unique event from start to finish including but not limited to content development, securing speakers, event agenda and format, budget management, and staffing.
- **Market** your event to your networks and beyond. The Chamber supports each event by creating registration pages, and targeted social media ads. We do our best to support each event!
- **Attend** periodic event host support calls with a Chamber representative to ask questions and provide feedback to other event hosts.

### THE ROLE OF THE CHAMBER

**The Chamber** manages the following:

- Registration pages and social media highlight
- Featured event on the Greater Boston Chamber of Commerce website
- (1) Event Graphic and branded signage
- Event Host Media Kits (logos, branding guidelines, sample social media posts, etc.)
- Coordination on the festival's event calendar

**CONNECT  
TODAY.**

**TRANSFORM  
TOMORROW.**



**CITY AWAKE**

A Program of the Greater Boston  
Chamber of Commerce



**Greater Boston  
Chamber of Commerce**