



Tuko Pamoja

empower educate encourage
www.tuko-pamoja.com

Greetings Rafiki

Thank you for volunteering to host a Tuko Pamoja Event!

We hope you are looking forward to a relaxing day filled with love and excitement as you connect with women from across the world. Oh, and of course, a little shopping too!

This mini guide should help you prepare for your event and know what to expect from our team. A Tuko Pamoja party is all about making a personal connection with Kenyan women through the sharing of artisan stories and talents. As your guests shop from the merchandise and visit our interactive displays, they will learn about our Tuko Pamoja artisans and their wares. Several Tuko Pamoja representatives attend the party to answer questions and offer personal testimonies on behalf of the Kenyan craftspeople.

We will be in touch with further details as the date draws closer. When possible, we will schedule a time to come by your home one week ahead of your party for a quick run-through. Here you will find a checklist, a timeline, and background information on Tuko Pamoja. Please let us know if you have any further questions and we can't wait to share Kenya with you and your friends!

Amani na upendo

Lloydie and Sidey

Checklist HOST responsibilities

GUEST LIST anticipate YESs and NOs ▶ over-invite!
35-40 invites ▶ 20-35 guests respond 'yes'
email, phone, mail, Facebook ▶ reach out

FOOD & DRINK if desired ▶ finger food recommended
consider event time ▶ will guests be hungry?
low-stress recipes/take-out ▶ keep it simple!

SPACE PLAN open area ▶ one lg. room/several sm. rooms
separate space for checkout ▶ consider flow
lg. table/counter ▶ TP provides if needed

Tuko Pamoja background INFO

started in 2012 by Kenya Educational Service Trips (KEST) founder and director, Lloydie Zaiser

represents more than 170 women from 8 different "self-help" groups in the greater Nairobi region

provides useful business development training so that the groups can become self-sustaining

pays fair trade price for wares upfront, assuming no risk to the groups

reinvests all proceeds in product, business development training, and long-term savings plans for the groups

Pencil us in...

Let people know you are hosting a Tuko Pamoja party by sending out the provided Save the Date card (email, snail-mail, Facebook)

1 month

2 weeks

Walk-through...

Tuko Pamoja comes to scout the space and go over an last minute questions

1 week

2 days

PARTY TIME!

Prep the food, clear the room, Tuko Pamoja will do the rest!

We arrive approx. 2 hrs ahead to set up. Clean-up only takes an hour... and we do that, too!

day of

Spread the word...

Use the provided invitation to invite people to your Tuko Pamoja party (email, snail-mail, Facebook)

Friendly Reminder...

Send out the provided reminder card (email, snail-mail, Facebook)

Give Tuko Pamoja an approx. headcount

TIMELINE