

Instructions for Completing the United Methodist Women (UMW)

Membership Census 2019

The UMW Membership Census 2019 is due

March 30, 2020!

Access the online form for Census 2019 at:

www.unitedmethodistwomen.org/census2019

1. At the top of the page, you will see a box. You will be asked to provide your church's zip code, church name or city. Please enter your church zip code or the letters of your church's name. There will be several options to choose from, please select the option that has your church, district, and conference.

Search by Church name, City or Zip Code

2. By selecting your church or affiliation from the list, the boxes for **CHURCH NAME**, **DISTRICT NAME**, and **CONFERENCE NAME** and **JURISDICTION** will automatically populate. Verify the information is correct. Then, enter the name of your UMW unit in the **UNIT NAME** box, as this may be different from your church's name.

Church Name

* Unit Name (only unit name, not circle name)

* District Name

Conference Name

Jurisdiction

3. Enter the street address for your church in the **CHURCH ADDRESS** box. Enter the city where your church is located in the **CITY** box. Choose the state where your church is located using the dropdown menu in the **STATE** box. Enter the zip code for your church in the **ZIP CODE** box.

Church Address

City

State

Zip Code

4. Choose from the dropdown menu your **UNIT TYPE**. The most common response will be 'Local'.

*Unit Type

Please select response ▼

Please select response

- Local
- Cluster/Charge
- College/University
- District Members/Member at Large
- District Unit
- Ecumenical Share Ministries
- Teen
- * Work Site
- Retirement
- Prison
- Hearing Impaired
- Virtual/Online
- * Limitless
- Other

5. Select the primary language spoken within your UMW unit from the dropdown menu in the **PRIMARY LANGUAGE** box.

Primary Language

Please select response ▼

Please select response

- Akan
- * Creole
- English
- French
- Hmong
- Korean
- * Portuguese
- Russian
- Samoan
- Spanish
- Tagalog
- Tongan
- Other

6. Enter the first name of the current unit president in the **UNIT PRESIDENT** box. Enter the last name of the current unit president in the **UNIT PRESIDENT** box. Enter the preferred phone number and email address for UMW communication for the unit president in the **PRESIDENT'S TELEPHONE NUMBER** and **PRESIDENT'S EMAIL** boxes.

* Unit President - First Name

* Unit President - Last Name

President's Telephone Number

* President's E-mail

7. Enter the **TOTAL NUMBER OF UMW MEMBERS** in your unit as of December 31, 2019 in the box.

*Total Number of Members as of December 31, 2019

8. Enter the number of new members who joined your UMW unit in 2019 in the **NUMBER OF NEW MEMBERS ADDED** box. This is not a total number of members. Only include the number of new members.

*Number of New Members Added in 2019

9. Enter the number of members lost during 2019 in the **MEMBERS LOST BY DEATH OR OTHER REASONS** box. Reasons members may be lost include, but are not limited to, death, relocation, or change in church membership.

* Number of Members Lost by Death or Other Reasons

10. As the person completing the census, enter your first and last name in the **REPORTED BY (NAME OF PERSON WHO IS REPORTING THIS DATA)** box. Select your position in the UMW unit from the dropdown menu in the **POSITION OF THE PERSON REPORTING THIS DATA** box. IF your position is not listed, select 'Other' and enter your position in the box below. An example of a position that may be categorized as 'Other' is 'Member'. Enter the telephone number and email address you use for UMW communication in the **TELEPHONE NUMBER** and **EMAIL ADDRESS** boxes. If you do not have an email address, you can easily signup for a free account using a variety of services, such as Gmail with Google. If you do not plan to check your email regularly, please do not enter an email address.

Reported By (Information of person who is reporting this data) .

-First Name:

-Last Name:

-Email:

-Phone Number:

Yes, I would like to receive e-mails from United Methodist Women

Position of the person reporting the data

If Other, please specify (Position, not listed in the previous field)

11. What is the average age of local unit/circle members?

35-55

56-69

70+

12. How Would you define a thriving unit? (check all that apply)

Actively working on at least one of the Social Justice campaigns (advocacy + service)

Inviting and attracting new women into your local unit

Creating new circles or expanding where we meet to include outside of the church

Shifted our meeting times

Created new ways for women to join either virtually/online or by video

New women in leadership positions

Pastor's support

Please use one word to describe how you define a thriving unit

13. Does your unit subscribe to response magazine?

Please select response

- Please select response
- Yes
- No

14. How does your unit use response magazine?

- Bible study
- Conversation starter
- To stay informed about the broader work of United Methodist Women

15. Would you consider using response as a free downloadable resource?

Please select response

- Please select response
- Yes
- No

16. Please tell us which of the actions campaigns your United Methodist Women unit will engage in for 2019.

- Just energy for all
- Interrupting the school to prison pipeline
- Living wage for all
- Maternal child health

17. Please tell us which of the actions campaigns your United Methodist Women unit will engage in for 2020.

- Just energy for all
- Interrupting the school to prison pipeline
- Living wage for all
- Maternal child health

18. Please share how you have engaged in these actions in 2019.

- Education/training
- Advocacy
- Letter writing
- Legislative visits/calls
- March or rally participation
- Organizing
- United Methodist Women webinar participation
- Partnering with other organizations focused on one of the campaigns
- Other

19. When you have completed the form, review your information for accuracy and check for completion of all required questions. You must click **Submit** to send your information to the National Office.

Please click submit after you have completed the form.

Submit

20. If your data has been submitted successfully, a “**Thank you**” page will pop up. If you do not see a thank you page, go back to the form and check all required questions.

YOU HAVE COMPLETED THE CENSUS 2019!!!

For Questions or Assistance with the UMW Membership Census, please contact:

Maria Rodriguez

212-870-3725

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Monday – Friday, 9:00 AM – 4: PM (EST)

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Monday, March 30, 2020!**