

## Doula Services Network - Getting Started

- **Membership Advisor WorkSpace.** Login to your Doula Services Network account and get familiar with your new work environment
- **Prospecting.** To start contacting prospects there are two (2) resources that you should become familiar with: The DSN Potential Client List and the Membership Advisors Prospect List
- **The DSN Potential Client List.** This list provides you with resources on where to find new potential clients. It is not exhaustive by any means but simply a good place to start. Please note that we do not support spamming. Membership Advisors found to be spamming may be subject to termination.
- **The Membership Advisors Prospect List.** This is a list of all the prospects that have already been contacted by an Advisor. Please check this list before making contact with a potential client. It will help to avoid any conflicts with other Advisors if the prospect becomes a member. Please note that if such conflict exist, the membership enrollment credit will go to the Advisor who added the prospect to the Membership Advisors Prospect list first. To add your prospect, simply complete the Membership Advisor Prospect Form located on your WorkSpace page.
- **Membership Advisor Prospect Form.** This form is used to add new prospects to The Membership Advisors Prospect List.
- **Contacting Prospects.** When contacting prospects it's important not to be a pushy salesperson. But rather approach them in a suggestive manner. Email templates are available in the Advisor Training Area to help you form your email message. Of

course you are not required to use these templates but could serve as a good starting point.

- **Advisor Referral URL.** This is your personal Advisor URL that should be used when referring potential clients to signup for membership. This URL go directly to the Membership Enrollment Form. You should place the URL in your email messages, on your social media sites and web pages for maximum exposure.
- **I Was Referred By.** The I was Referred By field on the Membership Enrollment Form is a required field and serves as another way for Advisors to get credit for their member enrollments. Please make sure your prospect knows who is referring them.
- **Sales Tip.** An effective salesperson will build relationships and work on providing true value to their clients and potential clients.

**Please let us know of any questions, concerns or suggestions to improve this document.**

Sincerely,

Doula Services Network Team

Please sent inquiries to: [info@doulaservicesnetwork.com](mailto:info@doulaservicesnetwork.com)