

WELCOME TO

OXFAM
ON
CAMPUS



OXFAM
Australia



WELCOME TO OXFAM ON CAMPUS: OUR NATIONAL NETWORK OF UNIVERSITY GROUPS.

Welcome to Oxfam on campus: Oxfam's national network of university groups.

Nation-wide, Oxfam campus groups run campaigns, hold social events, organise change initiatives and fundraise for projects. Oxfam on campus network activists are passionate about a just world without poverty.

This guide has been created so you have all the information needed to set up an Oxfam campus group at your university and keep it running strong. We hope it will be useful for all groups, both new and old, so that you can pick it up, find what you need and get cracking on changing the world.

The most important thing campus groups do is creating positive change on social justice issues. Whether it's on campus or in society as a whole, the Oxfam on campus network is empowering young people to create the world they want to live in. So jump on board, give it a shot and let's achieve big things together!

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ABOUT OXFAM AUSTRALIA

WHO WE ARE

One person in three in the world lives in poverty. Oxfam is determined to change that world by mobilising the power of people against poverty.

Around the globe, Oxfam works to find practical, innovative ways for people to lift themselves out of poverty and thrive. We save lives and help rebuild livelihoods when crisis strikes. And we campaign so that the voices of the poor influence the local and global decisions that affect them. In all we do Oxfam works with partner organisations alongside vulnerable women and men to end the injustices that cause poverty.

OUR VISION

We envision a fair world where people control their own lives, their basic rights are recognised and exercised, and our environment is sustained.

OUR MISSION

We aim to increase the number of people who maintain a sustainable livelihood, have access to social services, an effective voice in decision making, equal rights and status, and safety from conflict and disaster.

OUR WORK

Around the globe, we work to find practical, innovative ways for people to lift themselves out of poverty. We save lives and help rebuild livelihoods when crisis strikes. And we campaign so the voices of the poor influence the local and global decisions that affect them.

We work with partner organisations and alongside vulnerable women and men to end the injustices that cause poverty.

Our work is based on what's called a "rights-based approach" to development, as opposed to a charity model. We believe that respect for universal human rights will help lift people out of poverty and allow them to assert their own dignity and facilitate sustainable development. We work in partnership with Australians to help poor and marginalised people achieve justice and eliminate poverty.

OUR APPROACH

We take a three-pronged approach to tackling the causes and effects of poverty:

Long-term development projects

We believe that poor people can take control of their own future, solve their own problems, and rely on themselves with the right support. We fund long-term projects around the world and work in a range of areas, from sanitation to education.

Responding to emergencies

We help provide relief in crises, delivering aid and support. We also help people prepare for future crises.

Advocating and campaigning for a just world

We form part of a global movement of people committed to achieving a fairer world by campaigning with Australians on issues that matter. This includes campaigning on Aboriginal and Torres Strait Islander health equality, Australian aid and climate change. In developing countries, we empower communities to realise their rights and improve their lives. And we engage with organisations and governments to change the policies that cause poverty and inequality.

WHERE DO CAMPUS GROUPS FIT IN?

Oxfam campus groups are on the front line of our public engagement. Not only are you full of incredible and creative ideas, but you're also our eyes and ears on the ground. Oxfam groups have the ability to give students effective ways to take action on a range of social justice issues.

Although groups are required to be formally aligned with the organisation and its goals, you also have the freedom to do some radical and fun stuff.

CAMPUS GROUPS ARE:

Participatory and student-owned

Groups are run by students for students and this is an integral element of your work.

Independent

Events are based around Oxfam's priority campaigns, but each group has freedom to choose which ones you'd prefer to work on, and how you'd like to go about it throughout the year.

Supported

Our community campaigners are well placed to support groups with resources and general event planning. Through them, you're connected with the Oxfam network across Australia.

Fun

Oxfam on Campus is a vibrant community of people committed to creating change and a great way to link up with like-minded people.

In order to help you campaign effectively, we support campus groups with campaign training and skill development opportunities throughout the year.

We're committed to being responsible, understanding of your needs and providing you with the best resources, manuals and materials you might need.

We provide on-going training to the uni execs and members of each group. Execs take part in our campus training in February and July and we hold ongoing training throughout the year.

Whether you want to volunteer at festivals, gain media experience or develop our networks, we have plenty to offer you. So don't be afraid to contact your community campaigner if you want to go above and beyond, and work more closely with us.

We're always looking for new ways to engage and develop your skills, so we hope you'll let us know if you need anything from us. We're hoping you're on board for some exciting stuff, so let's push the boundaries, rattle the cages and shake things up.

STARTING UP A NEW GROUP

Starting and maintain a campus group can be hard work, but the results are definitely worth it. The following guide will help get you on the right path to setting up a new group and help you to start growing your presence on campus.

WHAT DO YOU NEED?

Step 1: Contact us

If you're interested in starting an Oxfam Group, make sure you let us at Oxfam Australia know so we can help you out. We can put you in touch with nearby existing groups, resources and training so you can be well informed before you get started.

Step 2: Get in touch with your Student Association

Check out your student association website and find what their requirements are for affiliation.

- Requirements might include, having a certain number of members, hosting yearly elections (AGM) and filling out any official forms.
- Find out what support the Student Association can offer you – this could include training, advice or funding – and ask if they produce a “societies handbook” for new groups.

If the information isn't directly on the student association website, visit their office or call them to find out what the process is.

Step 3: Start building your team

Most universities require around 10 student members for a group to affiliate so it's really important to start building a team of interested students early on. Generally, 3-4 committed members are all you need to get the ball rolling. You can then find other students who might be interested in joining the group as general members to make up the numbers. Once affiliated you will likely need to have a general meeting to elect positions so don't worry too much about allocating specific roles at this stage.

Some tips for recruiting members

Finding members might seem like a daunting task, but with thousands of students on campus there are many others out there like you, interested in social justice issues and looking for a positive way to take action.

Face to face invitations

We all love inviting and sharing through social media, but people are more likely to make a commitment if they are given a personal invitation. Try asking your friends to join the group, or invite people you meet in your lectures and tutorials. Ask them to spread the word and invite people as well.

Announcements

Lecture bashing is not only fun but is a great way to reach a lot of students in one hit. Ask your lecturer if you can make an announcement about your group meeting or event before the lecture.

Flyers and Social Media

Set up a group Facebook account where you can create events and provide updates about when the group is meeting and what activities are being held.

Get the word out by putting up flyers with contact details in busy areas or relevant buildings on campus (talk to the student association about permissions for this). Ask other like minded groups if they can share your meeting details through their social media. Also, ask your student association if they are able to promote the group through their social media and their members.

HOT TIP: When creating a new Facebook group, remember to create a public group so everyone can see your planned activities and updates. Also, include a group description, for example, The La Trobe Oxfam group is a group of students from La Trobe University who promote and engage students in Oxfam Australia's campaigns.

HOT TIP: Make sure to keep track of any interested students' contact details. Even if they don't want to help set up the group, they might want to get involved in the future. It might be helpful to create an email list.

Step 4: Hold an open meeting

Remember – when you are doing your lecture bashing and inviting people to join the group you need something to actually invite them to. It's a good idea to organise a meeting time for interested students to come along and hear about the group, and have an open discussion about how people would like to be involved throughout the year.

HOT TIP: Holding your first meetings in a social setting such as a cafe or on campus pub (make sure it's not too noisy) will set a friendly atmosphere in which to discuss what everyone wants from an Oxfam group on campus, and start planning your activities. Later down the track it will be important to keep a regular time and date for group meetings, which will increase attendance, and give you something to offer to interested students.

Step 5: Get connected and map your university community

- Find out if there are any other Campus groups nearby or an Oxfam Youth Ambassador attending your campus.
- What other groups are on campus? Are the other relevant clubs or student networks you could get in contact with - there might be opportunities to work together.
- Keep an eye out for what else is happening on your campus. Are there any market fairs, festival and other key events you can link in with?

Step 6: Hold an event

Events will help to give exposure to your new group on campus, help with recruiting members, and introduce students to Oxfam Australia. Chat to your student union to see what support they can provide you with accessing facilities and booking spaces on campus for an event prior to affiliation.

HOT TIP: If you're not able to book event spaces through your student association yet, most universities allow students to book rooms individually. So if you need a room on campus for a meeting or event find out which rooms you can book as a student. Also, if you need a bigger room/lecture theatre and are unable to book it as a student try chat to a supportive lecturer, they might be able to book one for you.

Step 7: Hold your first official meeting (AGM)

An AGM requires some preparation beforehand, which is why it will be productive to have a few less formal meetings first.

- Make sure you're ready to tick off all your Student Association's requirements – this might mean preparing a mission statement or constitution to pass at this meeting.
- Aim to set some goals for the group, and assign roles such as President, Treasurer, and Secretary, in accordance with your Student Associations requirements.

Step 8: Complete Registration Process

With your Student Association: At this point you should have enough members signed on to get the group affiliated; all you need to do is hand in all the necessary paperwork to your Student Association to become an official campus group!

With Oxfam: Affiliating with Oxfam is pretty easy! All you have to do is fill out the affiliation form. Check out the 'Affiliating with Oxfam' section.

Step 9: Celebrate success

After your first few months of hard work, organise a casual social event to celebrate the establishment and early successes of your new group.

Step 10: Moving forward and planning

Now you're up and running, keep up the momentum by setting a plan for the year ahead using the semester planning guide. The rest of this guide provides information about keeping your group going and campaigning. Keep in touch with other groups and Oxfam Australia, keep meeting regularly, plan a campaign and organise more events!

MANAGING YOUR GROUP

Whether you're new or well-established, it's vital to understand who your group is, why you exist and what you want to achieve. It's worth taking time out at the start of semester to forge your group identity and create an action plan for the year ahead. We recommend holding your first meeting directly after 0-week, when you've recruited a fresh bunch of Oxfammers to help you brainstorm for the year ahead. Below is a list of questions to ask the group at this first meeting. It might also be handy to set out a "Mission, vision and goals statement" to keep you on track for the rest of the year.

WHO ARE WE?

- What are your members' common values?
- Why did you start or join the group?
- How do you want to be seen?

WHAT ARE WE DOING?

- What are your broad aims and goals as a group?
- What do you want your contribution to your university community to be?
- Where do you see your group after one semester, two semesters and this time next year?
- In a year's time, will your group still be relevant on campus?

In order to be an affiliated group with the student association, your uni may need you to designate a few executives. The most common requirements are President, Secretary and Treasurer. Many groups also find it useful to elect a broader leadership group to take charge of key areas. Common positions include Vice President, Events Manager, Communications/Media Officer, Volunteer Coordinator, Social Media Coordinator and Campaigns Coordinator.

It's really important to have a strong executive team that works together for the group to run smoothly. It may be worthwhile having an "official" and a "social" section in your first meeting, so you can get everything done and also get to know the members of your group.

HOT TIP: Your Student Association should be able to provide role descriptions for the executive positions, but if not, contact the Youth Team and we will send you some examples.

LET'S BE PRACTICAL – KEEPING THE GROUP GOING STRONG

Now that you've got the group up and running, let's make sure it keeps going strong!

Meetings

It's important to hold regular meetings to make sure people are up to date and stay involved in the group. University semesters are short, so meetings at least every fortnight are a good idea. Social events are another way to keep everyone engaged and motivated.

- Having regular catch-ups and meetings will give you a chance to brainstorm, plan events and celebrate everyone's hard work.
- Make sure you have a clear agenda for each meeting, and a regular time and place that everyone can commit to. Take minutes, try to keep everything within the time limit and, most importantly, try to strike a balance between being organised and being social.
- Having an agenda and minutes from meetings will give members of the group a clear purpose and allow the group to efficiently plan and provide updates to all members.
- Try to delegate as much as possible, so you don't end up doing everything yourself. This includes planning, speaking, events and communications. You're a superstar but you need a break, too!
- Remember: you can contact the Youth Team if you need any help with growing or sustaining your group. For on-campus help, look for your student association, other university groups and lecturers.

ACKNOWLEDGEMENT OF COUNTRY

Before you jump into your official meeting business it's important to pay respect to the traditional owners of the land and take the time to do an Acknowledgement of Country.

An Acknowledgement of Country recognises the traditional owners of the land that you are gathering on. It can be given by any person and should happen at the beginning of the meeting or event. An Acknowledgement of Country is a way that all people can demonstrate respect for Aboriginal people and protocols.

Example Acknowledgement of Country:

"I would like to begin today's meeting by acknowledging and paying respect to the _____ people of the _____ nation, the traditional owners of the land on which we are gathered today. We pay our respects to the elders past, present and future."

SOME TIPS FOR EFFECTIVELY MANAGING A GROUP:

- Make sure your meetings start and finish on time! People will regularly attend if they know the meetings run on time.
- Constantly recruit new members — don't just limit yourself to 0-week. Have signup sheets at events and make your contact details and meeting information easy to find online.
- Embrace new members and make everyone feel welcome. The more the merrier!
- Designate a few members at events and meetings to approach new people and talk to them about the group and how they can be involved.
- Use support networks like other campus groups, the student association, Oxfam community campaigns and lecturers on campus. Co-host events and if you promote their work they'll promote yours.
- Keep track of everything, including meetings, feedback, passwords and contact lists. Make it easy for your position to be handed over so, if you get sick, graduate, or just get super busy, new leaders can learn and build on your experience.
- Remember that people have other things on in their lives, and some simply can't provide the same kind of commitment that you can. Build a strong team of key executives to support the work of the group. To avoid being strapped for volunteers, have a good calendar plan and be aware of key university dates.
- Handover!! If you are an executive member of the team make sure you write handover notes for the next person stepping into your role. This is a great way to keep the group running smoothly and will help the group to continue to be strong in the next year.

EVENTS AND COMMUNICATIONS

Events are your opportunity to be as creative and out-there as you like. Don't feel like you have to do a thousand things throughout the year — it's about quality, not quantity. You're better off holding a specialised event than trying to do lots of random things at once.

PLANNING YOUR EVENT

Events take time to plan and prepare so try to be on the ball as much as possible. Tap into your group networks and delegate, delegate, delegate! Here are a few things to consider:

Communication

This is key to promote and market your event to your wider university networks.

Goals

Establish a purpose, a target audience and what you want to achieve.

Time and venue

Pick a time and place that suits your group and your target audience.

Budget and sponsorship

List all the event's expenses to get an idea of how much you'll need to run this thing. Can you get any sponsorship from local businesses? What about bulk purchasing? Can you partner with other groups and ask for cross-sponsorship?

Resources

Put together a list of anything you might need and contact your community campaigner well in advance to lock it all in.

Promotion

Create a Facebook event, put up posters, hand out pamphlets — the promotion opportunities are endless. We also recommend hitting up your university newsletters or local radio stations and getting the word out to the wider community.

Volunteers

Decide what needs to be done on the day and lock in enough enthusiastic volunteers to help out prior to the event. Put a call out on Facebook, by email, and get friends to help out along the way. Make sure each person is clear on what their job is.

HOLDING YOUR EVENT

Stalls and events create first impressions, so it's really important to keep things fun, original and engaging. Your pre-event organisation will determine how smoothly things run, but try to be flexible and let things flow according to the vibe on the day.

- Take loads of pictures.
- Have a way to grab people's details and be open and honest in your communication.
- Try to keep track of the number of people and the cash flow, which will be important in your post-event wrap-up.
- Take care of your volunteers! It may be easy to get caught up in the chaos of the event but make sure everyone has a break and a great time.

COMMUNICATIONS

Effective marketing and communications are important because these are the tools that you use to get your message out to students. We highly recommend having a marketing and communication plan for promoting the groups work, activities and events throughout the semester. This will help the group stand out from the crowd and make strong connections with students and supporters.

Here are some of the best tools for effective communication:

- Social media is a great way to reach the general public. Use Facebook, Twitter, Instagram, Snapchat, blogs and websites to promote your events and communicate campaign material to your supporters. Social media works best when it's frequent, so keep these media up to date (make sure you read up on Oxfam's Social Media guidelines in the next section).
- Testimonials, photos and videos add a personal touch. They also encourage involvement and a sense of community. Put your photos up on social media during and after your events to highlight the amazing work you're doing.
- To get the most out of your online presence don't just stick to social media, use uni communications newsletters and bulletins.
- Consider approaching the media for coverage of your events. Keep an ear out for local events and see where you can link up with community events or festivals.

Think of some big names in your area. Who might be on board for one of your campaigns? Is there anyone who might make a great speaker at an event?

HOT TIP: Don't rely on Facebook event RSVPs to know who's coming to your event. Use Facebook as a promotional tool and not for event management. For a more effective event registration platform (for free or paid events) try www.eventbrite.com.au or www.trybooking.com

SOCIAL MEDIA, PHOTOGRAPHY & VIDEOS

Social Media

Social media is a fantastic way to reach your fellow students on campus and to communicate and share information about your events and activities. We want you to share far and wide, but just keep in mind that your group's behavior online (and offline) represents Oxfam's work. At all times groups should communicate in a respectable manner and in line with Oxfam's vision, purpose and beliefs.

Photography and Video

It's important that you get consent from people you are taking photos or video footage of at university events that you plan to use and share on social media or elsewhere.

Written consent is the best way to ensure the images/videos can be used for promotion of uni groups and in Oxfam communications. For events that attract really big numbers of students (like O'week) it's important to try get as many people to give written consent as possible, but when that isn't possible getting verbal consent is allowed.

HOT TIP: Be really clear! Let everyone know that the images will be used online and potentially in Oxfam publications, so if they don't want to have it online they can choose to not be in the photo.

Display A3 signs around your stall/event letting people know that their photos will be taken at the event and they should inform the photographer if they don't want their picture taken.

POST-EVENT

Celebrate all that damn hard-work! Thank everyone for their time and support, and give yourself a much-needed pat on the back.

Once you've done that, send in any photos and your evaluation to youthactivism@oxfam.org.au

Also ask your group for any feedback that you can include in the event evaluation form, and let us know if we can do anything to support the group better next time.



AFFILIATING WITH OXFAM

Affiliating with us is pretty straightforward — all you have to do is fill out the campus group affiliation form. Your uni will give you the documents they'll need on their end and, as for us; we only need one form from you.

At the start of the year, fill out the Campus Group Affiliation form, and update the list if you make big changes to your membership, like electing a new executive body. Also, be sure to let us know of any other changes to your executive team throughout the year.

Follow these steps when you're starting up a group:

1. Print a copy of the affiliation form.
2. Take it to a meeting and ask your committee and core members to read through it. Each of the executive members needs to sign it and by doing so they will commit to following the guidelines while in their elected position.
3. Email to youthactivism@oxfam.org.au



**APPENDIX:
STUFF YOU NEED TO
MAKE IT ALL HAPPEN**

CAMPUS GROUPS PLANNING GUIDE

SEMESTER 1				
MONTH	KEY DATES/ MAJOR DATES	ACTIVITIES/ MAIN PRIORITIES	PLANNED EVENTS	GROUP GOALS
JANUARY/FEBRUARY Semester 1 0'Week		<ul style="list-style-type: none"> • Campus Training • 0'week events • Group planning 		
MARCH Weeks: 1-5 Other: Mid Semester Break 25/3-1/4	<ul style="list-style-type: none"> • 17 March Close the Gap Day 	<ul style="list-style-type: none"> • New members welcome event • Close the Gap event 	Wk1:	
			Wk 2:	
			Wk 3:	
			Wk 4:	
			Wk 5:	
APRIL Weeks: 6-9 Other:	<ul style="list-style-type: none"> • April 8-10 Trailwalker (VIC) 	<ul style="list-style-type: none"> • Semester 1 major event • End of semester celebration 	Wk 6:	
			Wk 7:	
			Wk 8:	
			Wk 9:	
MAY Weeks: 10-12 Other: STUDY HIBERNATION			Wk 10:	
			Wk 11:	
			Wk 12:	
JUNE Weeks: 24th June last day of exams Other: Study Break and Exams	<ul style="list-style-type: none"> • June 17-19 Trailwalker (QLD) 			
End of June - Mid July: UNI MID YEAR BREAK				

CAMPUS GROUPS PLANNING GUIDE

SEMESTER 2				
MONTH	KEY DATES/ MAJOR DATES	ACTIVITIES/ MAIN PRIORITIES	PLANNED EVENTS	GROUP GOALS
JULY Weeks: 1 - (25th July) Other: S2 O'week	• NAIDOC week	• O'week Training • O'week	Wk 1:	
AUGUST Weeks: 2-5 Other:	• 19-21 Trailwalker (NSW)	• New members welcome event • OXJAM	Wk 2:	
			Wk 3:	
			Wk 4:	
			Wk 5:	
SEPTEMBER Weeks: 6-9 Other: Mid Semester Break 26/9-30/9		• Semester 2 major event • AGM planning/preparation	Wk 6:	
			Wk 7:	
			Wk 8:	
			Wk 9:	
OCTOBER Weeks:10-12 Other: STUDY HIBERNATION	• October - Food and Climate Justice month	• Group AGM/end of year celebration • Handover with new exec members	Wk 10:	
			Wk 11:	
			Wk 12:	
NOVEMBER Weeks: 18th Nov last day of exams Other: Study Break and Exams				
December: UNI MID YEAR BREAK				

EVENTS CHECKLIST

The key to a successful event is planning in advance. Use this checklist as a guide and you'll be on your way to hosting successful events that create positive change in no time.

PRE-EVENT (3-4 WEEKS BEFORE EVENT)

- Decide on a goal/campaign for your event. Will you be fundraising? Petitioning?
- Make sure the date fits in with the University calendar. Are there exams on at the same time?
- Outline the budget and possible costs.
- Source funding/grants (Student Association) and contact any potential sponsors.
- Book a time and venue.
- Notify the community campaigner in your state about the event.
- Develop a promotion plan for advertising the event on campus (e.g. social media, flyers, etc).
- Advertise for and confirm the volunteers and members you'll need.
- Publicise amongst your members and the student audience.
- Engage other groups for cross-promotion.
- Contact your local newspaper, uni newsletter and relevant media outlets.
- Think about any competitions and/or prizes you want to give away.
- Gather and/or order any extra resources you may need from your Community Campaigner or Oxfam office.
- Prepare sign-up sheets, petitions, posters, banners, stickers and postcards.

1 WEEK BEFORE EVENT

- Confirm all the volunteers' availability.
- Confirm the time and venue.
- Push final communications.
- Put together a float/money box if selling items and fundraising.
- Make sure you have all the materials and resources you need, like cameras, sign-up sheets, pens and clipboards.
- Have stuff for volunteers, like snacks, drinks and sunscreen.
- Decide on who is going to introduce the event and do the Acknowledgement of Country.

POST-EVENT

- Collect your membership sign-ups and put them into your membership database.
- Send a welcome email to the new members.
- Send a thank-you email to the volunteers and thank members at your next meeting.
- Upload your photos onto Facebook and other social media.
- Hold a celebration for your volunteers, executives and members, and get any feedback from the event.
- Fill out event evaluation form.
- Email feedback and photos/videos to Sonia Sofat – sonias@oxfam.org.au

MEETINGS: GETTING THE GROUP TOGETHER



Meeting agendas are a great way to keep the group on track and ensure that you are achieving your goals. Some key things to remember about group meetings are:

- Get a good balance between the 'official' stuff and social fun stuff. Remember people come for the issues but will only stay if they are also having fun and building relationships.
- Circulate the meeting agenda beforehand and ask for any additional items that people want to discuss.
- Sending out the minutes from the meeting to members after the meeting is a great way for members to stay up to date and also pick up any action items that weren't assigned at the meeting.

As your group develops and starts organising more events you need to adjust your agenda and include report backs from team members.

HOT TIP: Remember to welcome new members! It's important to actually allocate some time for this into your agenda (it will only take a few minutes). It's best to do this at the beginning of the meeting, so everyone feels welcome and knows who everyone is from the outset. You may also want to have a designated person at each of your meetings whose role it is to have a more in depth chat with the new members to give them an update about the group's activities and find out how they heard about the group, etc.

ACKNOWLEDGEMENT OF COUNTRY

It's important to start every meeting/event with an acknowledgement of the traditional owners of the land on which you are gathering on.

You can find out who the traditional land owners are of your campus via the state land council, university and local government websites. An easy way to find your University's specific advice on cultural protocols is to Google it, for example, 'Monash University Acknowledgement of Country'.

Example acknowledgement of country:

"I would like to begin today's meeting by acknowledging and paying respect to the _____ people of the _____ nation, the traditional owners of the land on which we are gathered today. We pay our respects to the elders past, present and future."

LET'S GET THE CONVERSATION AND IDEAS FLOWING!

Got a quiet bunch? Struggling to get people to share ideas and speak up at meetings?

Try these tips to get the conversation going!

Ask everyone prior to the meeting to think of an idea for an activity/event that they share at the next meeting.

Use open prompting questions. Open questions generally start with What, Who, Why, Where and How. Open questions are a great way to get conversation going and helps get away from just yes/no responses.

Examples:

- What events have you been to in the past that you have enjoyed?
- Why did you enjoy those events so much?
- If you could run any event, without any funding or resources restrictions what would you want to do?
- What's your favorite hobby or activity to do outside University?

AGENDA ITEM	WHO?	ACTION REQUIRED
ACKNOWLEDGEMENT OF COUNTRY WHAT'S NEW? (Campaign updates, welcome new members)	Members name: Time allocated:	
AGENDA REVIEW (Does anything need to be added, postponed, removed)	Members name: Time allocated:	
REVIEW OF ACTIONS FROM LAST MEETING	Members name: Time allocated:	
EVENTS (Report back and/or planning for next event)	Members name: Time allocated:	
EXECUTIVE MEMBER UPDATES/ REPORT BACKS	Members name: Time allocated:	
CELEBRATION (acknowledge work that has been done and any campaign successes)	Members name: Time allocated:	
NEXT MEETING (Set/clarify date, time, location)	Members name: Time allocated:	
ACTION TIME! (sign a petition, write a letter, show a relevant YouTube video)	Members name: Time allocated:	

CONTACTS

OXFAM AUSTRALIA CAMPUS GROUPS

NSW/ACT

University of New South Wales	oxfam.unsw@gmail.com
University of Sydney	oxfamsu@gmail.com
Macquarie University	oxfam.mq@gmail.com
University of Newcastle	oxfamoun@gmail.com
University of Wollongong	uowoxfamsociety@gmail.com
Australian National University	oxfamaniu@gmail.com

VIC/TAS

University of Melbourne	oxfammelbuni@gmail.com
RMIT University	rmit.oxfam@gmail.com
Monash University	oxfamatmonash@gmail.com
La Trobe University	oxfamltu@gmail.com
University of Tasmania	oxfamutasnorth@gmail.com

SA/NT

University of Adelaide	oxfam.oua@gmail.com
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QLD

University of Queensland	oxfamug@oxfam.org.au
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WA

University of Western Australia	oxfam.uwa@gmail.com
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Don't see your University listed here?

Get in touch with the Youth Team and we can discuss setting up a new group or let you know how to contact your campus group.

For more information about getting a group started contact the Youth Team on youthactivism@oxfam.org.au.

