

Your first meeting

Ideally your first meetings should be well-planned, have clear goals, involve all members and have a strong focus on taking action.

Planning

- Plan the first meeting very early in the term to get the momentum going early on. Set a clear agenda beforehand and get other people to help you.
- Try and avoid clashes with any other meetings or clubs.
- Try and hold meetings in the same room every week and book it as far ahead as you can.
- Give yourselves plenty of time to set up the room.
- Put up a poster on the door of the room you are meeting in.

Publicity



- Make announcements – use assemblies and daily registration or form time.
- Run a publicity stunt - dress up, kidnap a teacher (ask permission!), do a stall...
- Launch a mystery poster campaign. The final poster reveals all.
- Find out where you are allowed to put up posters around your school or else they may be taken down straight away.
- Send a reminder on the day of the meeting through form tutors, registers and assemblies. Give out flyers.
- Make flyers. You can turn posters into flyers by reducing them to A5 size on a photocopier.

Agenda

Suggested plan

- Introduce yourselves & the agenda.
- Give a general intro to Amnesty & introduce our current campaigns. (See www.amnesty.org.uk/youth for a powerpoint presentation).
- To get people to feel involved straight away, brainstorm ideas for an upcoming event or activity. (See next page for advice on planning an event).
- Take Action – always include an action in your meetings.
- Before you go remember to agree on a time, place and plan for the next meeting, & get everyone's contact details.

Tips!

Be Clear: Make it clear from the start what the meeting will cover

Be Visual: Use visual aids where you can – e.g. flip charts, Powerpoint, DVDs

Be Interactive: ask everyone to contribute to discussions

Be Generous: Give away copies of New Release magazine, leaflets, posters, badges, stickers etc.

Be Positive. Make it clear that although Amnesty deals with serious issues it can be fun being part of an Amnesty Youth Group. Use success stories from New Release & the website to show that Amnesty works!