



# WANT TO BOOK A LEADER FOR YOUR EVENT?

**SO YOU'RE THINKING OF ASKING OUR LEADERSHIP TEAM TO SPEAK AT YOUR YOUNG GREEN EVENT? WHAT A GREAT IDEA! OUR LEADERSHIP ARE ALWAYS HAPPY TO SUPPORT OUR MEMBERS. BUT IT IS IMPORTANT TO CONSIDER A FEW THINGS FIRST...**

## **THINK AHEAD**

Our leadership are incredibly busy, so please make sure you book in advance!

Jonathan and Amelia: 1 month notice

Caroline: 3 month notice

Other green party spokespeople: 1 month notice

The earlier you book, the better, but we can't promise that a member of the leadership team will be able to make it to your event!

The more people you can guarantee to be at the event the better – if you're able to get 20 or more people together, you are significantly more likely to get a member of the leadership team to attend.

## **WHO DO YOU WANT TO CONTACT?**

Before deciding who you would like at your event, it is important to consider what subject you would like to be discussed.

The leadership tend to focus on specific topics. So for example if your event is a gendered debate, invite Amelia, or if the debate is about migration, invite Jonathan. We will require a briefing of the

type of event, including other speakers attending if appropriate. The general format for a leadership visit is a short talk and then Q&A.

**To book Jonathan or Amelia**

If you would like Jonathan Bartley or Amelia Womack to attend your event, please contact our Leadership Officer at Headquarters, Gwen Buck on [gwen.buck@greenparty.org.uk](mailto:gwen.buck@greenparty.org.uk) or give HQ a call on 020 3691 9400

**To book Caroline**

If you would like Caroline Lucas to speak at your event please contact her chief of staff in our Parliamentary Office, Cath Miller at [caroline.lucas.mp@parliament.uk](mailto:caroline.lucas.mp@parliament.uk) or give her parliamentary office a ring on 020 7219 7025

Although we all love Caroline, please remember that your chances of booking her in are much slimmer.

**Please note that you will also have to request her attendance much further in advance.**

**To book anybody else**

Alternatively, why don't you see if former leader Natalie Bennett, one of our Green MEPs or a Green

Councillor such as Sian Berry, Caroline Russell, Andrew Cooper, or Alison Teal are available to speak? As a Young Green event, it would also be great to see if any of the Young Green Executive Committee or other prominent Young Greens are available. To do so, please get in touch with [admin@younggreens.org.uk](mailto:admin@younggreens.org.uk)

If there's any chance that you think the event might be cancelled, please get in touch with our team with the above contact details as soon as possible. It is incredibly expensive, and time consuming for the party to arrange these visits, so any cancellations must be stated as soon as possible please!

### **CHECK-LIST BEFORE THE EVENT:**

- ✔ Do you know what time and date your event will be? Have you let head office/ Carolines office know? You might need to be flexible with this.
- ✔ Have you got a room confirmed?
- ✔ Have you filled in all relevant forms confirming a leader can attend this event (for example your SU might require a form for external speakers)
- ✔ Can you guarantee people will be there? Have you made a Facebook group or let people know via email and alternative social media channels?
- ✔ Have you got any student or local press interested in coming?
- ✔ Have you given a contact number to head office/ Carolines office?
- ✔ Have you arranged for someone to pick the leader up from the train station? Or organised meeting them in a suitable location?

### **ON THE DAY**

- ✔ Please make sure the leader is provided with water, and preferably a microphone depending on the size of the event
- ✔ Make sure you've thought of a few questions for the leader before they arrive to stimulate discussion
- ✔ Make sure you take the opportunity to take a photo! This will be great for social media and communication tools.

If you have any further questions about booking leadership visits for your Young Green group, please email [admin@younggreens.org.uk](mailto:admin@younggreens.org.uk)



**“AS SOMEONE WHO BEGAN MY POLITICAL CAREER WITH THE YOUNG GREENS, I SEE SPENDING TIME WITH YOUNG GREEN GROUPS AS AN ESSENTIAL PART OF MY WORK”**

**Amelia Womack**

