



## **Green Office Utrecht seeking:** ***UU Talks organizers for 2019***

Do you like planning events? Avid about sustainability?

If so, we are looking for you! The UU Talks is looking for two new, enthusiastic volunteers to join the UU Talks Coordinating Committee!

**UU Talks** is a “Ted Talk” style lecture series designed by students and for students to provide a platform on which to present research and disseminate new and exciting ideas and activities to the public. The talks are all sustainability-themed, which is highly multidisciplinary, but generally speaking, if you can find it in the UN Sustainable Development Goals, we’d love to throw a talk about it! We seek a broad array of current/recent students to present and share their ideas outside of the classroom. This is done in an interactive and invigorating setting with a wide range of audience members. Past topics have included geoengineering, climate activism, food waste and multiple documentary screenings.

**Your role:** each UU Talks coordinator is responsible for promoting the UU Talks, finding appropriate speakers, helping to organize events, reach out to potential sponsors, and ensuring the smooth development of the lecture series.

**Time commitment:** The coordinating team meets once per week for about an hour to discuss upcoming events, organization, logistics, news, etc. Talks are held every other week on Thursday evenings and take about 2.5 hours, including set-up and take-down. A further half hour per week can be expected to help prepare for events, reach out to potential speakers, write emails, pick up supplies, etc. Therefore, the total time commitment is about **3 hours per week**.

**Structure of the Committee:** the UU Talks Coordinating Team operates on a horizontal basis where everyone is responsible for all activities, which constantly rotate to ensure everyone gains experience with the whole range of tasks.

We highly recommend attending one of our upcoming lectures to get a feel for the project! Events are posted on the GOU Facebook page. The first talk is scheduled for January.

<https://www.facebook.com/GreenOfficeUtrecht/>

Questions? Don't hesitate to contact us!

Sophie, Joann and Tessa [uutalksutrecht@gmail.com](mailto:uutalksutrecht@gmail.com)