



# Planning for the future

Beyond Lockdown Working Group – the Here and Now

## WG Terms of Reference

- Re-opening activities to existing and new members
- Developing and changing existing activities and processes to adapt to social distancing
- Developing new activities and processes to adapt to social distancing
- Maintaining a balance between the more traditional and emerging virtual opportunities to promote inclusion and ensure that existing members are encouraged to continue their membership

## Conferencing facilities: How To

- Zoom to YouTube
- Create a private YouTube
- Use Chrome cast
- Be a Zoom Buddy

## Initial issues debated

- Members very nervous of using IT solutions
- Lack of confidence using IT: build confidence rather than bemoaning lack of competence
- National website needs to be useful and relevant
- Facing up to Reality: variable digital skills across the membership
- Enthuse and enlist IG Co-Ordinators
- How to get people out of houses safely in small groups

## **Make Christmas special for your membership – start NOW**

- **A raffle based on membership numbers with small prizes**
- **Singing groups performing carols in their local town**
- **Committee Season's Greetings card to email/post to all members to remind them they are part of the U3A community. With special recognition for the artist.**
- **Arrange a special online speaker presentation for Christmas**
- **A Christmas cake competition, send in photos, vote for the favourite.**

## Preparing for Winter

- Encourage Group Co-Ordinators to be more active
- Use of Zoom buddies, checklists for 3 levels of Zoom
- Get individual members to create Newsletters to provide variety
- Share new ideas across networks
- Committees to share National Newsletter with all members
- Use Subject Advisers to promote learning opportunities

## Keep members fully informed

One U3A provides weekly news bulletins each Friday containing:

- Key links to Covid-19 information and more general information of interest to the membership
- A telephone contact service
- Links to guides provided by their new Tech team on Zoom, Skype and other avenues
- Activities organised on-line by groups
- Promoting their new weekly 'Connect on Thursday' Zoom meeting.

## Key messages on Communication

### Use every channel available

Website, TAM, U3A National Newsletter, Networks and U3As (via Regional Trustees), U3A Network Link (via Hilary Jones), U3A Forum, U3A Instagram, U3A Twitter, National Subject Advisers, Local U3A Newsletters

### Build one repository with links from various locations



## Key messages on Communication

- Previous communication channels not fast enough
- Be super-responsive to members' needs: committees may not pass on the information members need
- Remember *Access and Inclusion*
- Training material on *New Ways of Working*

## Planning for the future

- Should we rename the Working Group?
- People now realise that COVID won't soon be over
- There are other organisations offering what we are offering so there's competition which is likely to increase



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