Work Plan

Week 1
- Schedule a call with Global Organizer Paris Ortiz-Wines via email (paris@standupfornuclear.org) to review energy situation & determine needs

Week 2
- Solidify your core team in charge of organizing
- Determine your message & target audience
- Brainstorm dates & locations for the event
  - *If doing an online event determine a few options for streaming

Week 3
- Set up a Whatsapp channel solely dedicated to your group
- Confirm date, time, & the public venue for your event (after speaking with local authorities) and send that information to the Global Organizer
  - *You may need authorization from local authorities for the ability to use the public space, sound system and electrification, and infrastructure (tables and tents)

Week 4
- Announce your event via Social Media (Twitter/Insta/FB)
- Create an event page (either on a website or FB event page) & send it to Global Organizer to link to
- Brainstorm activities for the event or topics that would be discussed (*online)
- Schedule a follow-up call with Global Organizer

Week 5
- Create a flyer & use this to further publicize event
- Contact cultural figures & supportive politicians and invite them to speak (Send them the flyer along with a personal invitation)
- Invite local ANS/NAYGN and other relevant groups to attend
  - (i.e. nuclear engineering students, environmental groups, or university organizations)
Week 6
- Determine what your event will look like:
  - How many tables will you be using?
  - Will every participant wear a t-shirt representing Stand Up for Nuclear?
  - What print materials will you make use of? Will you need to translate them?
  - Will you have multiple booths, and if so, what topics will those booths cover and/or what activities will they offer?

Week 7
- Continue to prepare the necessary materials for your event, checking in with Global Organizer
- Continue to publicize your event
  - Take a selfie or have someone take a picture of you and others involved in the planning with the sign and post it to social media, tagging the associated Stand Up Accounts
    - Facebook: @NuclearPrideCoalition
    - Twitter: @StandUp4Nuclear
    - Instagram: @stand_up_for_nuclear

Week 8
- Prepare & send a press release to local media
- Call reporters to follow up on press release--if possible, secure a reporter to interview the Stand Up organizer on the day of the event

Week of Event
- Follow up with attendees, posting on your Facebook event to remind them to come
- Determine roles & responsibilities during the event.
  - Who will take pictures? Who will record? Who will direct which booth? Who will be Melty the Polar Bear?

Day of Event
- Take photos! Visibility is a crucial aspect of this demonstration. Post any photos in your Whatsapp channel or tag the associate accounts

Days after the Event
- Send Reporters updated Press Release with photos