

Organise your own *Ende Gelände (Here and No Further!)* Info Event

Wow, it's great that so many people want to mobilise to Ende Gelände and host their own info event. We are truly thankful for your engagement and power to inform others about climate change and inspire them to take joint action.

We want to help you in organising your own info event - a way to tell people about Ende Gelände and how they can get involved. So, here are some points to guide you. Good luck and have fun!



1. Bring together a team

Most of the time, it is much more fun and energising to work with a dedicated team than on your own. Whether it's just you and a friend, or a group of 10, it's helpful to have collaborators to share the work.

2. Set clear goals

It is very important to have a couple of clear goals (*what do you want to get out of this?*) for your event and convey them to everyone involved. Here are some questions that might help you define your own goals for the info event

- How many people do you want to inform about Ende Gelände?
- Do you want them to get excited about the action and actually go there together with you?
- Have you organised [transport to Ende Gelände](#) or is there a nearby town where buses are being organised?

- What information and/or skills do people need in order to get excited about Ende Gelände?
- How long should the info event be?

3. Choose a venue and dates

Now it's time for the nitty gritty – pick a date, time, and figure out a location where you can have it. Ideal locations are easily accessible by public transit, walking, or cycling, have enough space (and flexible seating so you can choose the set up of the space), have a white board or projector, and are free to use :). Try reaching out to schools, faith organisations, community centres, or even someone's home will work.

4. Mobilise

Make a plan to reach out, think carefully about who this event is aimed at (you might want to be intentional about getting as diverse and representative a group there as possible). Think about who is most likely to have an interest in Ende Gelände and who might be willing to actually take part in the action. But also invite your own networks. Your friends and colleagues will want to know what you are up to and why Ende Gelände is so important to you.

Then make sure your outreach plan prioritises calling and e-mailing the corresponding people, community leaders, and groups. If you're looking to host a big and open community meeting, by all means spread the word through newsletters, local listserves, posters on bulletin boards, and more. This is a great job to involve everyone in your coordinating team in – everyone has a network of friends and acquaintances they can reach out to!

5. Craft the agenda

Design an agenda for the meeting, creating space for a round of introductions (creativity in this is encouraged!), discussion (up to you how structured you want this to be), discussion of action items and next steps, time to mingle, eat, and get to know each other, and some kind of fun activity.

You might want to start the meeting with a presentation or video (e.g. [Ende Gelände video from 2015](#), [Ende Gelände trailer for 2016](#)) in order for you to frame the discussion. Ende Gelände also has this presentation you can use ([English](#) or [German](#)). The presentation doesn't exist in other languages yet, but contact international@ende-gelaende.org if you think you can help with the translation into your own language.

If you want to put Ende Gelände in the context of Break Free - the wave of actions in May from the 4-15 May, then showing [the map of the actions happening around the world from the website will be helpful](#), as well as showing [this mobilisation video](#).

6. Choose your material

Prepare adequate time to download or prepare the materials you'd like to use and familiarise yourselves with existing material, for example if you are using an existing presentation.

Get your own mobilisation material (flyers, posters, etc.) way in advance [here](#) and distribute it among participants. You can also choose to facilitate a process to distribute the info material far and wide in your town.

7. Organize the logistics

Making sure things run smoothly is important for a fun event. Make sure everything is prepared and ready.

Food: You might want to have some drinks and snacks ready. You can also invite people to bring their own contribution to share a cold buffet.

Technical stuff: Do you need a computer, a projector, speakers, a stable wifi connection? Do you have all the right connections and have you tested it out?

Other material: Are flip charts, pens, handouts, flyers, and sign up lists at the ready? [Find out here how you can get hold of flyers.](#)

8. Run your info night

Have a great time, remember to breathe, and spend time getting to know the people who come – they're who you are building this movement with! A few other reminders:

- Stay energised – make sure to keep it short and simple. Very long discussions can really drain all your energy.
- Document – make sure to take photos and videos to remember the info event. Sharing these via Facebook and Twitter is an ideal way of getting more people excited about Ende Gelände. (Use the hashtag #keepitintheground and tag @ende_gelaende)
- Remember to collect people's contact details so you can do step 10! It's a good idea to make sure everyone interested is signed up via the [Break Free website](#) so they receive up-to-date information about Ende Gelände directly to their inboxes.

10. Follow up

Make sure you send an email to everyone who came to the meeting as soon as possible after the event with next steps and key information (for example how to get to Ende Gelände), so they know you're serious about taking action and keeping things moving!

11. Meet again at Ende Gelände

You might choose to meet again if there are more things to organise together, or maybe the next step is Ende Gelände itself to celebrate the happy reunion. The [Lausitz Camp from the 9-16th May](#) will have actions trainings opportunities and the chance to learn more about climate change and the movement in the climate camp. You might decide to help out in the kitchen, support social media work on the ground, or actually go into the mine to block the diggers. Everyone has a place in this movement and every big or little support is making this movement what it is: colourful, vibrant, bold, fun, and life changing. Let's make the best out of it at Ende Gelände and beyond.