

“Let’s have a chat” Morning Tea

What is a #AuMAW2016 “Let’s have a chat” Morning Tea?

It is a way for workplaces and communities right around Australia to participate in Mediation Awareness Week in a positive way.

Australian Mediation Awareness Week is a series of events that are designed to increase awareness of the benefits of mediation and sorting out issues by talking them through.

Not every issue can be sorted out by having a chat, sometimes you need the structure and independent umpire that mediation provides, but having a chat is a great place to start.

Please complete this form if you would like to host a “Let’s have a chat” Morning Tea.

What do we have to do to have a “Let’s have a chat” Morning Tea?

1. Pick a date between the 7th and 13th December 2016.
2. Complete and return this form to Interact Support (the not-for-profit organizing the Mediation Awareness Week)
3. We’ll send you prompts closer to your morning tea to put up a poster and other strategies to let people know when it is on
4. Supply morning tea or even better encourage people to “bring a plate” to showcase their heritage as a celebration of the strength in difference.

We will provide you with:

- A poster you can put up (in soft copy unless we can get some sponsorship for printing)
- A simple structure for the event organizer to encourage a meaningful chat about how to resolve frustrations in the workplace / organization. You’ll have to customize to your organizations dispute resolution process
- A Frequently Asked Questions handout about Mediation
- We may also be able to connect you with a volunteer mediator who can help to facilitate the event and answer any questions participants have about Mediation

Your organization will go on the map showing that you are a Mediation Awareness Week event and your organization will be showcased on the supporter’s page.

This event is for everyone. It doesn’t matter if you have a great organizational culture you want to celebrate or if your organizational culture is troubled by disharmony. It is a great opportunity to raise awareness of appropriate dispute resolution methods for the workplace or your people’s personal lives.



The Australian Mediation Awareness Week is a program supported by Interact Support Inc. Interact is a not-for-profit dedicated to programs that support the resolution of interpersonal conflict.

For more information, you can call 03 9039 5333 or email support@interact.support

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Name of your organisation		
Website		
Name of Key Contact		
Role of key contact (Job title)		
Best phone number		
Best email address		
Do you want an event contact form? Answer yet if you are a club or other organization that is running an open “Let’s have a chat” morning tea open to guests		
Event Book Link if you are using Eventbrite or another booking system		
Social Media links	LinkedIn	
	Facebook	
	Twitter	
	Google+	
	You Tube	
	Other	
Brief Bio Brief bio of your organization	When was your organisation established and what is your mission? What does your organisation do?	
Any other information about your organization you would like published on your Supporter listing		



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Logistics for the event

When? #AuMAW2016 runs from 7 th to 13 th December 2016	
Where? Location of the event and any special instructions	
What time? event start and finish times	
How to book Instructions on how to book in for the event (if necessary) Can be just a request to email you if not using an online booking system.	Write employees / members only if it is not an open event
What to bring Instructions if you are having a “bring a plate” event	

Images

As a minimum we need

- Your organizational logo
- A banner image (1250 px or wider)
- An image for your key contact (if you are shy supply an alternative image)
- Any additional images, video or audio links you would like to supply

Please return your completed form to support@interact.support

Call Joanne on 03 9039 5333 if you have any questions.



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