

Advice Sheet for Event Organisers

Women in Mathematics Special Interest Group (WIMSIG)

How diverse is your list of invited speakers?

The invited speakers are one of the most important marketing tools of an event. In order to pique the interest of as many people as possible speakers should be chosen for diversity of topic, gender, institution, and geography. Including prominent female speakers can increase the number of female participants. This can be especially true for regular events, where diversity of participation can be built up over time.

How can you help with childcare arrangements?

Many potential participants for your event have children. Depending on their circumstances, children may need to travel with the conference participant. Your local organising committee could make contact with childcare providers to determine availability and suitability of services. The willingness for the local organising committee to seek this information should be advertised. You may highlight the AustMS WIMSIG Anne Penfold Street Awards to cover the cost of childcare arrangements.

<http://www.austms.org.au/Street+Awards>

Could a Women's Gathering be scheduled?

A morning tea, lunch or drinks gathering can be arranged to fit in with most event schedules. This could be a formal event with speaker presentations or a discussion panel or an informal event focussed on networking. It will be most effective if held early in your event.

What financial incentives can you offer?

Can you offer reduced registration fees or travel funds to female participants? You may highlight the AustMS WIMSIG Cheryl E. Praeger Travel Awards to potential participants.

<http://www.austms.org.au/Praeger+Travel+Awards>

What advertising strategies will you use?

The Women in Maths Special Interest Group of the Australian Mathematical Society is happy to advertise to our membership any conference or workshop that has specific and suitable measures in place to increase female participation. Depending on the topic of your event there may be other groups who will advertise your event. Most research organisations have public staff profiles; which could be used to approach potential participants individually.