

Working with AIESEC

By Daniel Schaubacher

Here are some hints for working effectively with AIESEC, based on our experience in Belgium and other countries:

- Find out who is in **charge of people development, training**, conferences at your AIESEC national organization
- Keep him/her on your **mailing list** for items of interest to AIESECers, values, news items, invitations to events, exhibitions and conferences, new developments at EBBF or parallel networks which should matter for AIESECers
- Find out which **priorities** the national organization has adopted in training or as **topics** for its conferences
- **Match** these priorities with the materials obtainable through the **EBBF network** – see under Publications and Knowledge Centre of the www.ebbf.org website
- If invited to give a workshop, find out who is in charge of **logistics** (timing, venue, conf.room, technical eqt such as power outlet, seating, screen, laptop, video beamer, handouts, etc. – usually a **different** AIESECer from the one in charge of external relations or training, appointed for that conference)
- Endeavour to formalize your relationship with the AIESEC natl organization, by drafting and signing a **Learning Partnership Agreement** (see sample attached)
- **AIESEC officers change every year** around August/October. Make sure you get the right name, tel. no. and e-mail address of your contacts' successor(s), and preferably the names of all officers of the natl organization. Personalize your rapport with the new crew. Each fall, obtain the calendar of conferences planned in the coming year
- **Repeat**, repeat, repeat! Make sure, patiently and courteously, that your AIESEC contact in charge of practical details understands what your presentation is about (topic, timing, speaker(s), place, conf.room, technical eqt, handouts, format of workshop – preferably interactive !). Get the **full agenda** of the conference in which your workshop is embedded, well in advance, so that you may adjust your presentation at the last minute, or, when asked to announce it in a plenary meeting, prior to the actual workshop, tout it accordingly or put your topic in the right perspective so that to attract participants in your workshop (Note : AIESECers are free to make their own choice of workshop they will attend, often in a series of 3 to 8 held in parallel !)
- Some AIESECers are overly impressed by big **corporate human resource contacts, celebrities** and their financial sponsors and may pay more attention to the latter. AIESEC will charge a fee to corporate speakers of approx. € 800 per workshop, which is waived for NGO's.
- To start "**interactivity**" in your workshop, ask who is representing which University, or alumni, which part of the country they come from, or who knows about the CSR concept, etc. Try to **personalize!** Such an approach will help if and when you elect to split up the audience in smaller subgroups and make them discuss a case story or do an exercise (which we often do in our workshops in Belgium). Identify the "**leader**" and "**rapporteur**" of such subgroups right from the beginning, (if possible if you arrive early to the conference, identify him/her then) so that they will be prepared to report to the plenary about their findings in the last 8 to 10 minutes of your workshop.
- Ask for **feedback** or access to the **evaluation** AIESEC does after the conference, specifically for **your workshop**
- Try to keep in touch with **AIESEC alumni**, be their coach in their future career path, continue to share infos & invitations, including Nationals of other countries serving for AIESEC, or doing a traineeship in your country.