

Youth Week WA Planning Committee 2024: Access Key

The Propel team have written up some accessibility information about the venue. If you have any more questions relating to accessibility, or feedback on this access key, please send us a message by emailing rebecca@propel.org.au.

All committee meetings (unless otherwise discussed with the committee) will take place inside of the Kimberley Room, which is a meeting space found inside the State Library of WA. The State Library has already supplied some clear access information on their website. These links are incorporated into this document below.

If the Kimberley Room is already booked by someone else, Propel will book an alternative Ground Floor meeting room for the meeting. Propel will communicate with committee members if there is a change of venue and supply further information about where to find this room.

Getting there

The State Library of WA has supplied information about accessing the venue through their website: [Access and Inclusion webpage](#).

The building

The State Library of WA has also supplied information about access inside of the building through their website as well: [Accessible Toilets, Lifts, Entrances and Internal Area](#) webpage.

The Kimberley Room

The Kimberley Room is closest to the Francis Street entrance of the State Library building. When entering the building from the Francis Street entrance, the Kimberly Room is found to the left. To the right is the ground floor accessible toilet, directly opposite the Kimberly Room.

The Kimberley Room is accessed via a single door which can accommodate a standard but not large size wheelchair. The door is found down a short corridor, close to two other meeting rooms: the Pilbara Room and the Gascoyne Room.

Inside of the Kimberley Room are 18 chairs positioned in around a long, rectangular table made up of 6 smaller, mobile rectangular tables. These tables and chairs may be repositioned in the room if this suits the preferences of the committee members. There is a large window that supplies ample natural light during the day. The lighting consists of fluorescent straight tubes installed in the ceiling. The floor is carpeted.

Youth Week WA Planning Committee 2024: Social Script

What is the purpose of the committee?

- The purpose of the Youth Week WA Planning Committee is to co-create a youth arts festival that meets the values and interests of young people today.

What will committee members do?

- Committee members will communicate with one another and with Propel staff to discuss the many elements to planning and creating Youth Week WA KickstART Festival.
- Committee members will also be asked by Propel staff and each other to take part in some activities. Activities include individual and group brainstorming or mind mapping. The purpose of the activities is to collect everyone's ideas and thoughts to make the best decisions for the festival.
- Committee members will be delegated roles and responsibilities toward planning and designing KickstART Festival. These roles and responsibilities will be decided per the committee member's interests.
- In the lead up to the festival in April 2024, committee members will be asked to volunteer some time to organising elements of the festival and/or providing on the ground support with the festival.

What is expected of the committee member?

- To identify a theme for Youth Week 2024.
- To take part in planning discussions facilitated by the Propel Team.
- To contribute their thoughts and feedback throughout the process and collaborate with other committee members in making decisions.
- To attend regular committee meetings in the lead up to KickstART Festival.
- To take turns facilitating, chairing and scribing committee meetings with other committee members.
- To help in the grassroots promotion of KickstART Festival
- To help with setting up and running events and activities as Propel volunteers.

What will committee members be expected to bring?

- Committee members are expected to bring something to take notes with, whether that's a device or a notebook, and anything else that makes them feel comfortable in the space.

- Laptops or alternative devices are recommended for researching and planning times in the meetings. If you can't bring a device, then Propel can bring a laptop for your use in meetings.

Who will committee members meet?

- Committee members will meet Project Officer, Rebecca, and the 2024 KickstART Festival Creative Coordinator, from the Propel Staff Team. Rebecca and the Creative Coordinator will facilitate every committee meeting.
- Committee members may also meet experienced artists and arts workers who will be available for one or more meetings to provide mentorship and insight for the committee members. Mentors will be decided by Propel staff in consultation with the committee. What each committee mentor wants to receive skills development in will also inform which mentor will be asked to attend a meeting.

What will the energy be like?

- For the first couple of meetings, the energy is usually awkward or unsure as everyone gets to know each other and feel comfortable in the space. If there continues to be uncertain energy at various times in committee meetings, this is perfectly okay and often a normal part of the process. The Youth Planning Committee is made up of a new group every KickstART Festival and each person will bring a different energy with them to each meeting.
- Over the course of the committee, the energy will predominantly shift between enthusiasm and contemplation. There may be points of friction between the group. Any friction will be discussed to find common ground in agreeing on a decision before moving forward.