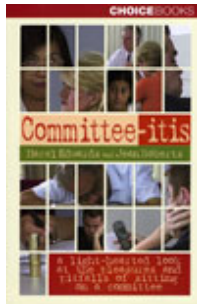


**Teachers' Resources:
Committee-itis**



1. Using short satirical scripts
2. How to Use the Committee-itis Book With Students & Staff
3. Cartoons: Your Turn to Create

1. Using Short Satirical Scripts

Try short, satirical performance scripts

from

'Committee-itis:

a lighthearted look at the pleasures and pitfalls of sitting on a committee'
ISBN 1-920705074

by Hazel Edwards & Jean Roberts

at your conference, training session, Education Week or Small Business Dinner.



- Could be performed in the library, dining room or on stage. Duration varies from 5 minutes to an hour, depending upon whether a meal or 'dressing up' is involved.
- Played by participants, drama group actors or professionals.
- Use of humor to laugh with, not at, the foibles of committees.
- Strategies suggested for remedying Committee problems within the other chapters.

- Could also be used by students in libraries, classrooms or for a special event such as Book Week.
- Just have to work from the scripts provided in the back of the Committee-itis book

While individual groups can use the scripts section for humorous self-help, management consultant Jean Roberts runs interstate Committee-itis workshops. Check www.jeanroberts.com.au as Jean also issues a free quarterly newsletter.

The aim in writing the Committee-itis book was to inject humour while at the same time providing practical checklists and strategies to make committees – and the experience of committee membership - more successful: and to 'keep it simple'.

The medical analogy of a 'virus' infecting the body of a committee is used and strategies offered in the book are a way of immunising against the threat of 'Irus the Virus'



Our decision to offer a number of open ended satirical scenarios for use as classroom, training, workshop or conference activities provides opportunities for committee members and others to 'role play' various committee experiences with a prepared script.

Examples include a *Mt Paperwork Whodunnit* script (with an optional meal) for conferences, *Hat Tricks* which enables 'dressing up' with hats, and a *Minutes of Time* script set in another world where the currency is satisfaction rather than time or money which enables a different point of view on daily problems associated with committees.



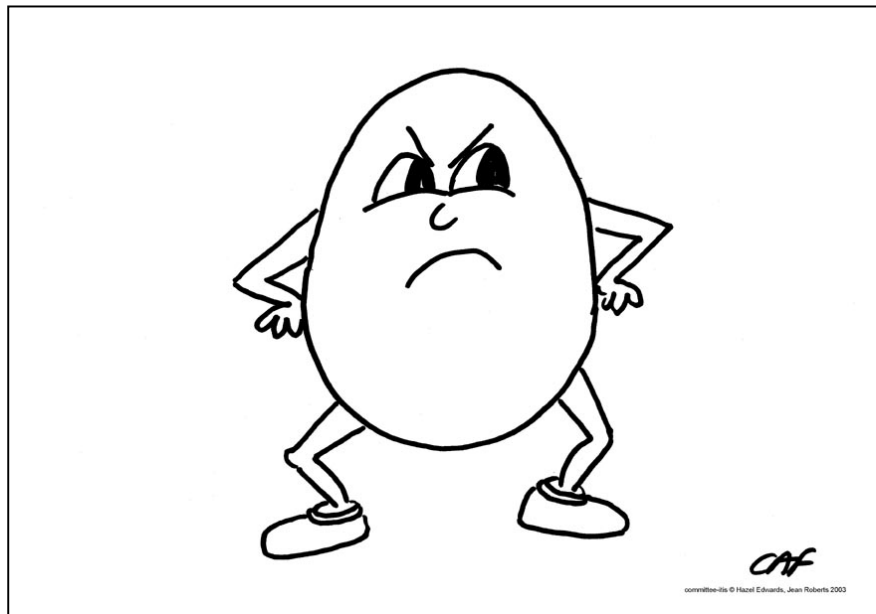
It's always helpful at conferences or workshops to have a fun activity that is closely related to the topic or theme of the occasion. Through humour, the participants learn from a different perspective and are then able to apply improvements into their workday situation. For example, secondary students will be able to achieve an effortless transfer of skills and strategies to improve the many meetings in which they are encouraged to participate in their school and after-school lives.

We even defined a committee as "any group of two or more people gathered around a table of any size, who talk among themselves, handle reams of paper and meet at regular or irregular intervals"



Hazel Edwards & Jean Roberts 'Committee-itis'

2. How to Use the 'Committee-itis' Book With Students & Staff



The School Strain of Committee-itis is Irus the Educational Virus

by Hazel Edwards & Jean Roberts

In our book 'Committee-itis we describe how Irus the Virus can infect the body of a committee.

Think about these symptoms:

- Rash decisions

- Outbreaks of resistance
- Fatigue or inertia
- Stress
- No injections of enthusiasm or new blood

All school committee bodies can be attacked.

- Parent –teacher
- Student Reps
- Sports Clubs
- Staff social committee
- Finance

And sub-committee are vulnerable too.

Think about student sports groups, parent and teachers and the particular strain of the educational virus which affects school committees.

Sound familiar?

Introducing 'Irus the Virus'

We decided to use the medical analogy of a 'virus' infecting a committee, and that our strategies in the book were a way of immunising against the threat. We had great fun thinking up examples relating to various parts of the body. Then we created 'Irus the Virus' Checklists for symptoms, common complaints, remedies and even post mortems for 'dead' committees are included.

To help the reader identify the presence or absence of known symptoms, we've included two separate surveys in Section 1 - the first is to check for signs of the Committee-itis virus in your own body, and the second is to check for signs of the virus in your committee meetings



As a management consultant, Jean Roberts has years of practical experience in belonging to and working on all kinds of committees. Hazel's managed to avoid joining any committee until this year. So the 'Committee-itis' relationship was a combination of the highly skilled and the naïve way.

Where did the idea come from?

Jean had been conscious of the time and energy wasted by members' frustrations with meandering committees and Hazel supplied the title 'Committee-itus' and the concept of a virus infecting the body. The aim in writing the book was to inject humour while at the same time providing practical checklists and strategies to make committees – and the experience of committee membership - more successful: and to 'keep it simple'.

Although we'd known each other for years, and independently authored many books, we'd never written together before.

Ex-Age cartoonist Jane Cafarella had worked with Hazel's books such as 'Difficult Personalities' and her humorous angles were appropriate. She even did an extra cartoon, called 'Cartooning by Committee' as a gift for the co-authors to capture our dual instructions and her several goes at getting the 'Irus the Virus' character right. Co-authors can laugh at themselves too, especially if their cartoon brief is not brief.



Our decision to offer a number of open ended satirical scenarios for use as classroom, training, workshop or conference activities provides opportunities for committee members and others to 'role play' various committee experiences with a prepared script. Examples include a *Mt Paperwork Whodunnit* script (with an optional meal), *Hat Tricks* which enables 'dressing up' with hats, and a *Minutes of Time* script set in another world where the currency is satisfaction rather than time or money which enables a different point of view on daily problems associated with committees.

It's always helpful at conferences or workshops to have a fun activity that is closely related to the topic or theme of the occasion. Through humour, the participants learn from a different perspective and are then able to apply improvements into their workday situation. For example, secondary students will be able to achieve an effortless transfer of skills and strategies to improve the many meetings in which they are encouraged to participate in their school and after-school lives.

As a playwright, Hazel's experience in scripting for theatre, TV. and classrooms was relevant for the Committee-itus workshop and conference scripts.

Practical tools for improving committees

Along with humour, we decided to offer practical tools, checklists and strategies for readers to immediately try with their own committees. We also identified 39 different kinds of committees that people of various ages and experience can be involved with, and these are presented as a collage at the front of the book. We even defined a committee as "any group of two or more people gathered around a table of any size, who talk among themselves, handle reams of paper and meet at regular or irregular intervals"

Variety of committees

To enable readers to recognise the presence and effect of the devious Iirus the Virus, we've taken a range of common committees, and shown how each can be infected without even knowing it. These include:

- youth
- sub-committee
- board of directors or committee of management
- workplace quality/safety
- church
- peak body
- self-help
- merger/alliance
- small business
- local government
- parents and citizens
- dot-com company
- body corporate

Finally, trying to organise a combined photo to go on the back of the book was our last challenge. Luckily we didn't need a committee for that!

2. Cartoons

Now it's your turn to create a cartoon which relates to a committee in your place.