# Have a say!

Participation kit for young people who want to shape theater

This participation kit was created at the nationwide

Network Meeting for Participation of Children and Youth
in TYA: exchange – design – decide at tjg. theater junge
generation Dresden in September 2023. It addresses groups
of young people who want to help shape, advise and change
their theaters. In a playful way the cards can help you
to find out what motivates you and how you as a group can
implement your plans in your institution.

Young and old professionals have worked on this kit. It combines the unified experience and knowledge of different children and youth participation committees at theaters in Germany.

darstellende künste kutz & junges publikum

#### Legal notice + Credits

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2.0

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Before you start - 1

Setup

check-check-1-2

#### Read out loud:

What you need for playing the participation kit:

- a room where you are among yourselves
- a large table or space on the floor (your playing field)
- some space to move around
- the ability to play music (loud!)
- snacks and drinks for everyone involved
- a few pieces of paper, posters and pens for notes
- optional: a microphone for statements or pleas
- optional: 3 tokens per person (coins, tokens or similar)

Place the cards next to each other according to the color pile, e.g. as shown on the overview cards.

#### Starting ritual: 9 minute game

To give you the space you need for playing and to get you moving together right at the start, we suggest the 9 minute game:

Set a timer for 9 minutes and / or play music for 9 minutes. During this time, you can change the room in any way you like or as you need it to be.

The only rules are:

- At least three people always have to move at the same time.
- Everything is allowed as long as no people or things are damaged.
- It's over after 9 minutes.

# Before you start - 2

# Action cards

First of all, get an overview.

Huh, what?!

Joker

Making decisions

#### **Read out loud: Action cards**

This set of cards stimulates discussions and conversations. The action cards are designed to help shape your conversations so that they are enjoyable and you come up with new ideas. You can display them at every meeting, especially if you are talking to adults.

- Huh, what?! Play these cards,
  - if you don't understand something and want to ask.
  - until all questions or ambiguities have been clarified.
- Joker Play these cards,
  - when the discussion has got bogged down.
  - when you need some movement.
  - when you get bored.
- Making decisions Play these cards,
  - when you want to decide something as a group. The cards show different ways to come to a decision you can follow.
  - when you reached the end of a chapter.

Place the piles of cards so that everyone can reach them easily.

#### Tips for your discussions:

- Children talk first!
- You can deviate from the suggested use of the cards at any time if you feel it is necessary.
- Personal time-out anyone can withdraw from the process at any time and observe it from the outside and re-enter later.

# Before you start - 3

# Focus cards

What would you like to have?

Getting to know each other

Interests

General conditions

#### Read out loud: Focus cards

Are you at the beginning of a projekt and need ideas? You want to get to know your group and talk about needs and expectations? Choose a focus that suits you! Treat the focus cards like a buffet. You only take what you need.

- Getting to know each other Play these cards,
  - if you want to get to know each other better.
  - if you want to discuss what you need as a group so that everyone feels comfortable.
- Motivation Play these cards,
  - to find out what motivates each and every one of you.
  - if you want to know what motivation you share in the group.
  - if you want to make sure your plans match your motivation.
- Interests Play these cards,
  - to find out what you want to do.
  - to find out with what other theater participation groups have already experimented with.
- General conditions Play these cards,
  - to find out what you need to think about in order to realize your plans (money / time / space / allies / etc.).
  - when you think about how you can enshrine your plans in the theater.

Save your thoughts and insights! You can use pieces of paper, posters or take photos of the cards so that you can refer back to them in a later meeting.



## You can hold up this card at any time to pause the discussion.

- Is the discussion too fast for you right now?
- Is language being used that you don't understand?
- Did you loose track what the discussion is about?

Continue when all questions have been asked and answered.

Lay the cards out for everyone to see and reach, e.g. in the center, or make some copies and give everybody one.



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- Did you loose track what the discussion is about?

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Huh, what?! — 2/3



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Continue when all questions have been asked and answered.

Lay the cards out for everyone to see and reach, e.g. in the center, or make some copies and give everybody one.

Huh, what?! — 3/3











#### Read out loud:

If the discussion has stalled, maybe one of the Joker cards can help.

The Joker cards can be used at any time by holding them up.

#### Pick one option:

- All Jokers are face up.
- Jokers are drawn face down from the deck.
- Everyone has a certain number of Jokers and can play them anytime.
- Invent your own Jokers and add them to the pile.

Always decide together how you want to use the Joker and then continue with the discussion set afterwards.

Joker — 1/13





# **Irritate**

talks to much, talks to much, ask if they can fetch some glasses.

But of course there are other ways.





Here are some suggestions:

- Celebrate the dead end! Maybe there's applause for everyone?
- 30 seconds of silence and closing your eyes, then 30 seconds of eye contact with someone else.

Joker — 2/13





# Flash round

you haven't said anything yet, what do you think?





Sometimes the impression creeps in that only a few people are talking and many are listening. If that happens, it can be interesting to briefly collect what everyone in the group actually has to say:

#### Here are some suggestions:

- Take it in turns to make a statement or write one down
- Short round of whispering in pairs / small groups

Joker — 3 / 13





## Take a break

shah we take a break for a moment?





#### Time Out!

Here are some suggestions:

- The topic is parked for all to see (a large piece of paper on the wall can be used as a "topic parking lot"). You can come back to it later.
- First of all, let some fresh air in and continue in X minutes.

Joker — 4/13





# Change your perspective

It looks much nicer over there!





You can try changing levels. Very practical:

- Change seats or positions.
- Stand up together if you have only been sitting down so far.
- Move to a new place.
- If it's possible, just keep talking while walking.

Joker — 5/13

\*



#### Joker

# **Move around**

can I bake a pizza on your back?





Maybe you need to get moving?

Here are some suggestions:

- hug someone.
- run once around the house or three times around each other.
- shake it out front, left and right and up and down.
- pat your bodies, make a massage circle or dance to a song in the dark.





# Play together

when adults
talk to long, I
want to play
21PPZAPPBOING
for 10 minntes





Time for your favorite game! Find a game where the rules are simple and you don't need to think too much. Preferably a game that you can get better at from time to time, or alternatively something that you simply enjoy.

#### How about:

- hide and seek
- theater sports
- The floor is lava

Joker — 7/13





# Eat together

If someone talks
to much, lask if they
can fetch some
glasses. But of
course there
are other
ways.





Hangry? (bad mood due to hunger)

Here are some suggestions:

- You should eat a few snacks.
- Go shopping together, cook or even bake something.
- And if in doubt: Have a drink!

Joker — 8 / 13





# Sing together

when we start singing it's clear:
we can't concentrate right now





One person starts singing, the others join in and if we don't feel like singing, we shout as loud as we can.

Joker ———————————————————————9/13

\*

大

Joker

# Work visually

have the words





Whether with plasticine, pens or everyday objects, now it's time to build, design and create.

Perhaps you will find answers to your questions by making a model, a sculpture or a drawing instead of talking?

Joker — 10 / 13









Joker -----11/13









## This Joker can be used at any time by holding it up.

loker ------ 12/13









## This Joker can be used at any time by holding it up.

oker ------ 13/13



Let's get some \*@#!= done!

### Read out loud:

Here are a few inspirations on how you can come to decisions as a group. Use them at the end of the focus cards, for example to decide what you want to do.

Look at the cards and test them all with a simple question e.g.:

- Which of the Joker cards do we want to play if we get stuck here?
- What snacks should we have at our next meeting?

Save your ideas: To reflect on which decisions work for you, you can ask yourself the following questions:

- Were you heard?
- How did the group work together?
- What are the pros and cons?

Making decisions —————————————————1/9

## Check out



Turn this card over when you have the feeling to have tested enough decision making for now. Until then, put it to the side.

### Read out loud:

Congratulations! You have decided that you have practiced enough with decision making!

- Is there anything else to say?
- Have you taken a photo or written down what is important to you?
- Celebrate yourselves!
- Dance out the pent-up discussion energy or play a round of Gordian Knot – just for the feeling.

### What's next?

Now you know how you want to decide. So here we go: Decide what you want to set your first focus on: • Getting to know each other, • Motivations, • Interests or • General conditions?

### Consensus

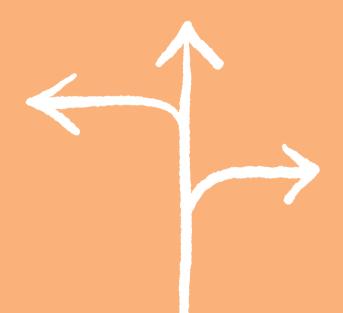


In a consensus decision, everyone searches for a solution until everyone can agree to it. Often, the solution is a compromise. To achieve this, everyone who wants to say something must be heard. Discussions continue until an agreement is achieved and no one wants to change anything about the solution.

### Variation:

• Make the pleas at the microphone.

# Positive majority

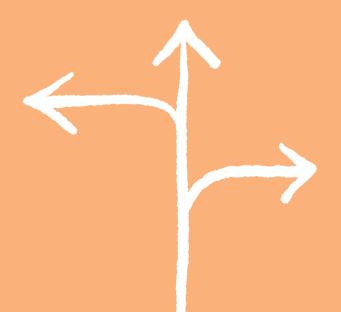


With majority voting, you need a number of options for voting. Optionally, each person has 1 or more votes. Or a ranking list is created in which each person awards each option from 0 to 5 points. The points are counted. The option with the most votes wins.

### Variations:

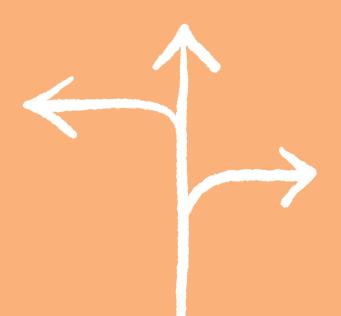
- Spread the options around the room and position yourselves with your favorite option.
- Use small objects (coins, pens, pebbles).
   Discuss whether a person can also place several stones on one of the options.
- Experiment with open and secret voting.

## Veto



The right of veto means that every person in your group has the right to stop or prevent a decision with a vote against. You can only continue, when you have found a compromise. You cannot ignore a veto, even from a single person.

# Wait and see



Sometimes it is wise not to make a decision for the time being. For example, if you don't have all the information you need, the issue will probably resolve itself or your decision won't be implemented anyway.

### Variation:

- Carry the decision solemnly into a waiting room / to the grave / to a parking lot.
- Discuss when, how and with whom you want to look at the question again.

Making decisions — 5/9

## By chance

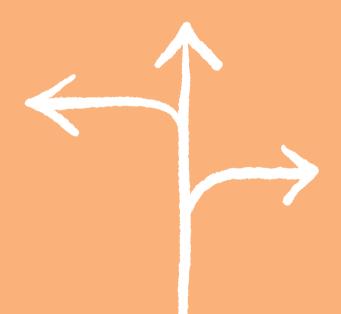


You can also leave decisions to chance. Clarify various options and let coincidence decide. For example by a coin toss, dice, wheel of fortune, drawing lots or matches.

### Variation:

 You can also use chance to determine how much time you take for an action. To do this, you can label dice sides with options such as 3 minutes, 10 minutes, etc. and use them to decide how long the next discussion or game will take.

# Reduce resistance



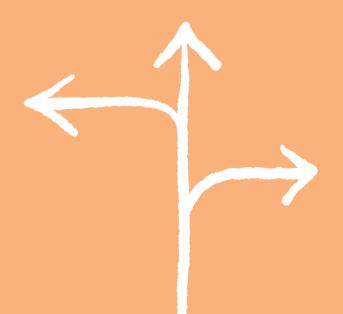
This decision is about what your group thinks is the least stupid thing to do. To do this, you have to describe various solutions. Each person rates all options with resistance points from 0 ("I have no resistance") to 10 ("I totally reject the proposal"). The option with the fewest points is the best.

### Variation:

 Discuss whether a person feels a high level of resistance to the best option. Perhaps the person has an idea of how the solution can be adapted to reduce their resistance points.

Making decisions 7/9

# Dictator of the day



### Today I decide!

There is little discussion here, because only one person rules. Let chance decide who is the dictator of the day for today, or discuss an order of whose turn it is and when.

### Variation:

 Consider whether the person making the decision is completely free to decide on their own, whether you prepare options, or provide criteria for the decision, e.g. it must be possible to implement it in a certain amount of time, it can't cost any money, or it must provide maximum fun for everyone.

## Check in

Who are you actually?

### Read out loud:

Who's all here? Theater is an assembly. It's a space where people meet and spend some of their valuable time together.

### Pick one option:

- Answer the questions in turn. Skip what doesn't fit.
- Make teams of 2: one person answers the questions, the other draws what is said.
   After changing roles, you can present the pictures to the entire group.
- Answer the questions using whatever material you have to hand, e.g. paper, clothes.

Save your ideas: Did you find out anything important? Take a photo or write it down.

## **Check out**



Turn this card over when you decide you have finished with the Getting to know each other cards.
Until then, put it to the side.

### Read out loud:

Congratulations! You've gotten to know each other a little better.

- Is there anything else to say?
- Have you taken a photo or written down what is important to you?
- Celebrate yourselves! Give yourselves a round of applause. Play your group ritual / favorite game.

#### What's next?

What else do you want to know about each other? What motivates you, or which

- format you would like to try out, or which
- General Conditions you need to know for your project?

# Talking about experiences

### Who has experience with what?

- "I'm good at ..."
- "I have already ..."
- "I know my way around ..."

# Talking about needs

What do we need from each other?

"To feel good, I need ..."

"If you want to spend time with me, you need ..."

"I would like to know from you ..."

# Talking about goals

What do we want to achieve in our project?

- "Today I am here because ..."
- "I want this project to be ..."
- "This project will be successful for me if ..."

# Talking about interests

### What is important to us in theater?

- "It's important to me that ..."
- "I think theater is interesting when ..."
- "I hate theater when ..."

# Finding common ground

What do we have in common?

Each person can make a statement that they think applies to everyone present.

"We all have ..."

"We all are ..."

"We all like ..."

Raise your hand if the statement applies to you. If everyone in the group raises their hands, you get a point.

You have won as soon as you have collected 10 commonalities.



#### **Read out loud:**

Why are you here?
What motivates you personally?

Lay out the cards generously around the room and look at them.

#### Pick one option:

- On a signal, stand by the card that is most important to you.
- Place your 3 voting stones on the 3 cards that are most relevant for you.
- Try to sort the cards on a scale. One end: completely irrelevant for you, the other end: very important to you.

Briefly introduce yourselves to the cards with the most votes and talk about them. Why these in particular? Is something still missing?

Save your ideas: Save what motivates you. Take photos or write it down.

# Motivation Check out

Turn this card over when you decide you have finished with the Motivation cards. Until then, put it to the side.

#### Read out loud:

Congratulations! Now you probably know your group's motivation a little bit better.

- Is there anything else to say?
- Have you taken a photo or written down what is important to you?
- Celebrate yourselves!
- Give yourselves a round of applause or play your favorite game.

#### What's next?

Now you know your motivations — which project idea could fit in with them? If you want to know what other participation groups are doing, then play the focus cards • Interests next.

## Meeting people

Here I meet people who share my passion

#### **Visibility**

I like the fact that people listen to me here

Motivation ———————————————3/22

#### Exchange

I like to be surrounded by people who inspire me

Motivation ———————————————4/22

#### **Group spirit**

Here we grow together

## Theater games

we're doing an exercise and suddently there's this ribe, if you know what I mean.

Motivation ——————————————————————6/22

#### **Having fun**

In the theath I can for set the outside world

## Contributing your own perspective

We bring in topic of to us:

We that are for everyone,

theater for tal cial

theater min social

environtion, social

protection, imagination

protection, imagination

#### Co-create

show that talking about about the hinking about and thinking about it in a new or of the hospital way of fewent way is not only is not only age of 40 age of 40

#### **Creating art**

I think

it's beautiful and
important that
people ten each
other stonics and
I want young
people to ten them
and be heard!

### **Creating** accessibility

Make theatw sexy again!

## Advocating for what is important to us

Because I want to see topics on stage that have something to do with Me

### **Building self-confidence**

naturally in a world in which I don't feel natural at first.

#### Experience, what I don't know yet

Theathr
helps me
to come to terms
with myself
and the
world / live in

#### Reflecting on myself, others, the theater and the world

We question the familiar

## Creating safer spaces\*

| want
to be able
to be who |
want to be

## Performing on stage

of course lalso want to bring my own ideas to the stage

# Motivation

# **Gaining insights**

a rook behind the scenes!

# Motivation

# Motivation

# Motivation

# Check in 1

what do WE actually want?

### Read out loud:

Do you know what the others in your group would like to do?

It's extremely important that your participation project is precisely tailored to your needs, your requirements and your wishes.

The cards may help you to shape your plans and how you want to realize them.

At a meeting of the network of participation groups in german theaters, we collected examples on what projects the different participation groups are involved in, what tasks they take on at the respective theaters or in which aspects they advise the theaters.

This collection can show what might be possible. It is intended as inspiration. It is not necessary for you to read all the cards at once.

# **Check in**

2

which format should it be?

## Read out loud:

# Pick one option:

- Draw 3 cards per person and look at them. Keep the most interesting card and try to swap the other 2 for other interest cards (with other people in the room or with the pile of cards). When you have seen a lot of cards, discard them all and only show the ones that are most important to you.
- Lay the cards out in the room. Think about your motivation and go on a search. Which cards match your motivation to be part of this group? Place your 3 voting stones on them.

# Save your ideas:

- Discuss your interests. Do you have to make a decision because there are too many?
- Write down your ideas or take a photo of the interest cards you want to continue with.

nterests ------2/21

# Interests Check out

Turn this card over when you decide that you have finished with the Interests cards. Until then, put this card to the side.

### Read out loud:

Congratulations! You've made it through the jungle of ideas.

- Is there anything else to say?
- Have you taken a photo or written down what's important to you?
- What clears your head again? Pat down each others back? Loud music? Open the window and shout for 1 minute?
- Celebrate yourselves! Give yourselves a huge round of applause!

### What's next?

 How can your ideas be realized? Who do you need to talk to? What general conditions do you need for your plans?

# Planning and organizing your own events

Do you want to plan and organize events for young people?

## Possible events are:

- game night
- open stage event
- series of concerts or parties
- a festival or workshops for children and youngsters

If you are interested in this, you should consider the following questions later on:

- How is it decided which program you will do?
- How much decision making power can the theater hand over to you?
- Who can support you?

# **Writing**

# Do you want to become authors?

### You could:

- write your own texts
- offer or take part in creative writing workshops
- be involved in the development of plays / theater texts
- do research together

If you are interested in this, you should consider the following questions later on:

- How could authorship be shared / thought of collectively?
- Who decides what makes a good text?
- Who do you have to talk to if you want to join working on the text of a production?

# Designing spaces

Do you want to design your own spaces or change existing rooms?

### You could:

- design specific places, e.g. building a chill lounge in the foyer
- design safer spaces / a room to relax / places of retreat
- put more sofas or games etc. in the theater
- set up your own meeting place / office
- adapt common rooms to your needs

If you are interested in this, you should consider the following questions later on:

- What does it take to make it an open / inviting space?
- Where will the money for the redesign come from?
- Which permits do you need, if any?

nterests ----- 5/21

# Instructing

Do you want to tutor adults, so they can learn from your knowledge and from your perspective?

# You could:

- provide tutoring on your topics / questions / events
- develop settings to connect generations
- organize or give workshops on adultism (education)
- give (critical) feedback to adults

If you are interested in this, you should consider the following questions later on:

- How can a form or method be found that supports this role reversal?
- Which children and young people do you speak for and which not? Are you representatives of "the youth" or of yourselves?

nterests ———— 6/21

# Giving feedback

Do you want to accompany artistic processes and participate in decision-making?

### You could:

- give feedback to participants, e.g. during main rehearsals
- watch plays, give feedback, advise and express criticism
- meet actors
- help shape plays, e.g. by throwing scenes out of plays
- participate in play development

If you are interested in this, you should consider the following questions later on:

- How can you ensure that the feedback is received and valued?
- How do you find out what has happened with your suggestions?

nterests ----- 7/21

# **Advising**

Do you want to take part in the big decisions at the theater? Set up a (dramaturgical) advice hotline!

### You could:

- give advice to experts from your perspective
- contribute topics and and suggestions for plays
- determine the motto of the season
- give advise on applications for festivals
- give advise on staff decisions (Who should be on our stage? Who should direct?)
- discuss the portrayal of children and young people in productions

If you are interested in this, you should consider the following questions later on:

- Who do you need to work closely with to advise on these structural and political issues?
- How do you find out why and which impulses from your consultation have been implemented?

nterests — 8/21

# Stage/costume design

Would you like to be involved in the different stages of a production?

### You could:

- be involved in the research for stage and costume and bring in your own designs
- be part of a jury for set designs
- co-decide on costume design
- do a short internship in the different workshops

If you are interested in this, you should consider the following questions later on:

- What criteria are used to decide on stage and costumes?
- How much responsibility can the theater relinguish to you?
- What role do questions of sustainability play in these processes?

nterests ----- 9/21

# Further training

Would you like to get to know the various professions in theater and try them out for yourself?

# You could:

- get to know artists / conduct interviews with them
- do a day internship in different departments
- help behind the scenes at various events
- ask if you can be present at big meetings

If you are interested in this, you should consider the following questions later on:

- What does professionalism mean to you?
- In which areas of theater do you need to learn a craft and which fields of work can be practiced without previous experience?
- How can the professional fields be taught?
- What is there to discover in and around the theater?

Interests ----- 10/21

# Mediating

You want to help communicate productions to the audience?

### You could:

- create educational material or program sheets from a young perspective
- do a podcast on current productions
- develop preparation and follow-up workshops (for schools)
- moderate follow-up discussions

If you are interested in this, you should consider the following questions later on:

- How can the questions, content and forms of a production be communicated to a young audience?
- What kind of approach is needed?
- Are peer-to-peer approaches helpful?

nterests ------11/21

# Intervening

Do you want to stand up for the theater and its importance in society?

# You could:

- host talks with cultural policy makers
- initiate funding applications or advertising campaigns
- promote networking in the theater landscape
- do research: What do young people want from theater?
- exchange ideas with other advisory boards

If you are interested in this, you should consider the following questions later on:

- How representative can and may a young person (from the field) act?
- How can cultural policy be fun?

nterests ------ 12/21

# Selecting, curating\*

You want to be part of the artistic selection process?

### You could:

- be a jury member at a festival
- highlight or select special projects
- award prizes (to performers, people, plays, etc.)
- consult with other theater professionals
- issue rejections

If you are interested in this, you should consider the following questions later on:

- How can criteria for curatorial practice be decided?
- Who decides what is good, remarkable or bad?

nterests ----- 13/21

## **Hosting**

Do you want to represent your theater/ project to the outside world?

#### You could:

- help organize events (openings, premieres, etc.)
- moderate festival openings
- host a young conference
- organize your own festivals
- host/moderate expert discussions or events

If you are interested in this, you should consider the following questions later on:

- How changeable are such events?
- What support does a moderation team need?

## **Getting** involved

Do you want to represent your needs in a personal meeting?

#### You could:

- have regular meetings with the artistic director and dramaturge
- represent young opinions in the theater
- do repeated discussions with the management
- keep a close connection to the theater/ project management.

If you are interested in this, you should consider the following questions later on:

- How can the meeting be organized to enable an equal exchange?
- How regularly must this contact be maintained in order to achieve success?
- What agreements need to be made?

Interests ----- 15/21

## Watching theater

You want the theater to develop and not stand still?

#### You could:

- watch plays and write reviews
- talk a lot about theater
- travel to other theaters and / or festivals
- watch and discuss current plays / repertoire

If you are interested in this, you should consider the following questions later on:

- In what framework can you give feedback?
- What are the consequences of criticism that you express?

nterests ----- 16/21

# Influencing / creating content

You want to advertise your project or the theater?

#### You could:

- advise on / carry out public relations work
- design flyers, monthly schedules or booklets
- film videos for social media (Instagram / Tik Tok)
- open stalls at the city festival / opening of the season etc.
- design merch like sweaters / bags / caps etc.

If you are interested in this, you should consider the following questions later on:

- What kind of payment for the work is possible here?
- What legal aspects need to be taken into account (data protection etc.)?

nterests ----- 17/21

## **Organizing**

Do you also want to help plan the organization and determine the content?

#### You could:

- select festival themes, promote festival planning
- design workshop topics / program items (workshops etc.)
- create schedules, organize team meetings
- offer a supporting program

If you are interested in this, you should consider the following questions later on:

- What kind of payment for your work is possible?
- How can it become a joint event that is equally promoted by the theater and the children and young people?

nterests ------ 18/21

## Conceptualising

Do you want to have a say in what is played and what it is about?

#### You could:

- decide on play ideas / themes
- be involved in program planning / scheduling
- give advice on content and course design right from the start
- give age recommendations
- get elected to the decision-making bodies of your institution

If you are interested in this, you should consider the following questions later on:

- What kind of payment for your work is possible?
- What is the time frame in which your activities remain compatible with operations?

nterests ------ 19/21

## Hiring someone

Do you want to have a say in who works at your institution?

#### You could:

- select workshop instructors / theater educators
- form/be part of a search committee
- be present at job interviews
- get to know and train applicants

If you are interested in this, you should consider the following questions later on:

- How much decision making power can actually be transferred?
- Who decides who can take part in such formats?
- Is there a confidentiality clause?



what do I need? support, people!

#### Read out loud:

What else is needed for your project to succeed? What do you need to think about (money / time / space)? Who needs to be convinced? Whose support do you need?

#### Pick one option:

- Reveal one card after the other and discuss them together for as long as you want and as long as it is helpful at the time.
- Choose your favorit format from the
   Interests cards. Collect what would be the perfect general conditions and what would be the most terrible ones.
   For example: What would the chosen format look like with a lot of money? What would you do without any money?
- You can do this in small groups with one card each, or together per card.

Save your ideas: Which general conditions are particularly urgent? What is important to you? What do you want to change? Write it down or take a photo.

## Check out



Turn this card over when you decide that you are finished with the General conditions cards.
Until then, put it to the side.

#### Read out loud:

Congratulations! You have gained an overview of your framework or set it yourself!

- Is there anything else to say?
   Have you taken a photo or written down what's important to you?
- Celebrate yourselves!
   Dance out the pent-up energy from the discussion. Or make yourselves comfortable, be in silence for 1 minute and relax.

#### What's next?

Do your general conditions match your Motivations and Interests? How do you want to help shape the framework? Who do you need to get in touch with? Who decides what? Talk to your workshop organizers and / or theater management.

## Allies

Who do you want to work with?
Whose support do you need for your project to succeed?

- dramaturgy department
- ensemble members / actors
- artistic director/directors
- participation offers, theater clubs, projects
- public relations, visitor department
- technicians (sound, lighting, stage, video, etc.)
- theater education
- organizations or people outside the theater

## **Anchoring**

In what form is the cooperation with the theater agreed?

- letter of intent from artistic director/ management
- manifesto of the group
- advisory board as an organizational goal
- verbal agreements
- contract

How and when is it jointly reviewed whether the collaboration is working well for everyone?

# Selection of members for your group

#### How are your group members selected?

- by chance: How were interested parties found?
- through elected representatives:
   Who is represented? (people involved in the theater or in institutions in the city or in the state?)
- through casting:
   What criteria are used for selection? As many different perspectives as possible?
   Mixed ages or one age group? Group dynamics?
- through a direct approach:
   Where are people approached (in the theater, in projects, in schools?
   How is it decided who is approached?)
- independent foundation

# Composition of your group

#### What is the composition of your group?

- Is your group already complete?
- What is the maximum size?
- Who is missing?
- How binding is participation? (Are you a fix group or can you drop in and out?)
- How open is the group to new people who want to join?
- What do participants have to have in order to join (e.g. high motivation, certain skills or perspectives)?

General conditions — 5/9

## **Time**

#### How often do you want to meet?

- extraordinary:
  - There are irregular meetings, e.g. 3 4 important mandatory dates per season
- annual meeting:
  - There is a separate meeting to which all young actors / participants of a theater are invited to negotiate topics together.
- as required:
   Meetings always take place when something important is on the agenda.
- regularly: weekly or monthly meetings (mandatory or non-binding)

## **Spaces**

## What kind of premises do you need? Where do you want to be?

- performance spaces
- stages
- offices
- public spaces
- rehearsal stages
- safer spaces
- workshop spaces

General conditions — 7/9

## Money

#### What do you need money for?

- for paying allowances to participants
- for volunteers (pick-up, transportation)
- for food / catering / hospitality
- for excursions / theater tickets
- for fees (guests, escort or assistence, coaching)
- for materials (workshops, props, paperwork)
- for getting there / travel (train tickets)
- for spontaneous ideas (What is it for you?)