

6 Steps

## TO SETTING UP

# a Young Labour group

**Young Labour groups are a great way for young members to get together, hear from interesting speakers, discuss policy and get campaigning, all in a relaxed, social environment. Follow these 6 steps to find out how you can set up an official Young Labour group and make it a success.**

### GET IN TOUCH

1

In order to get a Young Labour Group Application Form, the first thing you should do is contact your regional/Scottish/Welsh Labour Party office – you'll find their details here: <http://www.labour.org.uk/pages/scottish-welsh-and-regional-offices>

They'll be able to let you know if there's already a group in your area, and if there isn't, they will be able to give you practical advice about the area the group should cover.

### ELECT YOUR OFFICERS

2

To be a registered Young Labour group, you need to have the following four officers:

- Chair
- Secretary
- Membership & Campaigns Officer
- Women's Officer (this must be a woman)

Other recommended positions you should include:

- BAME (Black, Asian and Minority Ethnic) Officer
- Disabled Members Officer
- LGBT (Lesbian, Gay, Bi and Trans\*) Officer
- Trade Union Liaison Officer
- Under 19s Officer

It's important that Young Labour groups are representative of communities they work within, and groups should work towards achieving a gender balance amongst their officers.

### GET ON SOCIAL MEDIA

3

A Facebook group or page is a great way to advertise events you want to organise. Before you set one up, make sure you've read the Labour Party Social Media Policy, which is available at: [https://members.labour.org.uk/legal\\_and\\_compliance\\_downloads](https://members.labour.org.uk/legal_and_compliance_downloads). You'll need to decide who is going to have access to any social media accounts and keep a record of this to include on the Young Labour group Application Form.

## MAKE IT OFFICIAL

# 4

To register the group, you'll need to complete the Young Labour group Application Form and send a hard copy of this to your regional/Scottish/Welsh Labour Party office – addresses are available here:

<http://www.labour.org.uk/pages/scottish-welsh-and-regional-offices>

So that we can keep track of which groups are active, **groups must re-register each year**. You should do this after you've held an Annual General Meeting and elected new officers.

## GET STARTED

# 5

**Organise your first event – top tips:**

- Take advantage of venues which your CLP or Labour councillors may be able to help you secure – make sure it's accessible and somewhere under-18s can attend
- Why not use a Facebook poll to ask young members what kind of events/speakers/discussion they'd be interested in?
- Ask a local Labour MP or a Labour Council Leader if they'll say a few words of welcome
- Don't get bogged down in bureaucracy – no-one joined Labour to check over the minutes of the last meeting
- Be creative! Film nights, fundraising socials and mock debates are just some of successful events local groups around the country have organised

**Get campaigning – make it easy for new young members:**

- Personally invite them to a campaigning session
- Meet together beforehand
- Make sure they're properly briefed
- Buddy up first-timers with experienced activists
- Plan a social for after the session is finished
- Say thank you

## ASK FOR HELP!

# 6

**Regional/Scottish/Welsh Office:**

<http://www.labour.org.uk/pages/scottish-welsh-and-regional-offices>

**Young Labour National Committee:**

<http://www.younglabour.org.uk/youryInc>

**Labour Party Head Office:**

[younglabour@labour.org.uk](mailto:younglabour@labour.org.uk)