100 Days Climate Change Action:  
Organizer Instructions  
ICPJ Climate Change Group

Project Summary

On January 26, 2009 President Barack Obama signed an executive order dealing with energy independence and climate change. Within the first week of office, the new administration has shown a commitment to action regarding climate change. However, Congress needs to hear that people strongly support real commitment to stop global warming, and President Obama needs to hear from us as he faces the inevitable push-back from many directions.

The ICPJ Climate Change Group is organizing a project that addresses the pressing issue of climate change and is looking for people of faith and conscience to help take action! This project organizes participants to encourage Senators, Representatives, and the President to take positive action on the issue of climate change during the first 100 days of the Obama administration. Our actions will be more powerful because we will be supporting larger action alerts run by regional and national organizations.

You have a choice of two levels of commitment—you can be an Activist or an Organizer:

**Activists** commit to taking at least 5 actions presented by ICPJ during this 100 day period, for example signing an online petition, writing a letter to a Representative, or making a phone call. You can choose from about 10 actions that will be offered between now and the end of April.

**Organizers** are in charge of finding at least 3 Activists (ICPJ can help you with this—see below) and then helping support the Activists in following through with their commitment.

**Help us take action by serving as an Organizer!**  The project depends on the contributions of the participants, so the more people we have recruiting the better!

Contact Melanie McDowell, melmed@umich.edu, if you are interested in being an Organizer, or if you have any questions or concerns throughout the process.
Timeline

- ICPJ will begin recruiting Organizers on Friday January 29, 2009 and will have the first round of Organizers by February 6.
- The first Action Alert will go out February 13th, with a new Action Alert sent out about once a week by ICPJ through the end of April.
- Organizers and Activists are able to join the project anytime during the 100-day period (though the earlier you can get involved, the better!)

If you have decided to be an Organizer, or if you are thinking about signing on as an Organizer, following is a more detailed list of responsibilities and some ideas for carrying them out. ICPJ will provide more help as we become aware of what Organizers need—so please give us feedback!

Organizer Responsibilities

- You commit to being an Activist (i.e., taking at least five of the actions offered by ICPJ)
- You recruit at least 3 (or more!) people to be Activists- these people can be local or from anywhere in the country (ICPJ can help you if needed)
- You will serve as a resource for these Activists throughout the 100-day period and will provide any necessary support. (If you run into questions you can’t answer, you can check in with your designated “supervisor” from the ICPJ Climate Change Group)
- You will make sure that the activists do their actions and will serve as a check-in person for the activists (We want to do this in a supportive and not a guilt-inducing way—see “Check-in process” below)
- You will record on the ICPJ website when Activists have completed an action (or be sure Activists have recorded their own action)
- Throughout the process, ICPJ will be there to support you in many ways:
  - You will be assigned to a member of the ICPJ Climate Change Group who will be available to you throughout the project to answer any questions
  - We will provide you with all the Action Alerts and information (letter samples, phone scripts etc.) for the weekly actions
  - We are here to listen to your feedback-if you think of new ways we can help you just let us know!

Recruiting process

- How to go about finding your Activists:

- Think about people you know who would be interested!
  - Find friends, family, people from your congregation etc. who might be interested
  - Start contacting people you know
• At the end of this document we have added a sample phone script if you need something to help you get started with your calls.

• If you feel stuck finding Activists, let us know and we can connect you with interested individuals from the ICPJ network.

• The first round of recruitment is aimed to begin February 6th, but recruitment can take place anytime throughout the 100 days (the earlier done the more time to act).

• Once you have recruited an Activist, you will sign up the Activist on the website: http://www.icpj.net/2009/100-days/#more-1110. Be sure to write in the “comments” section your name and that you are the Organizer for this Activist. You can also email your Activist’s name and email to Melanie McDowell at melmcd@umich.edu and she can sign them up for you.

Checking in Process

This project is designed with a check-in component in order to support and encourage people in taking action and not getting overwhelmed or discouraged—or “losing the thread” in the midst of busy lives. We want to do our best (1) to be sure that people understand that checking in is part of the commitment and (2) to make it an encouraging process and not a guilt-inducing process.

• You will check in with your designated Activists to make sure they are taking their actions (if Activists have not already checked in with you). We recommend checking in every two weeks or so, but you can figure out with your Activists how often you want to check in.

• You will report your Activists’ actions online by filling out the information on a spreadsheet through the ICPJ website.

• You will communicate with your Activists to update them on new Action Alerts.

• When you check in with your Activists, try to be understanding/sympathetic if they haven’t done the actions they were planning to do yet. You might ask them if they know what is getting in their way; if they have questions; how you might help; whether it would help to set a deadline, etc.
Organizer Phone call script for Activist recruitment:

Here is a sample script for calling to recruit people. You might not need this, especially if you are calling people you already know, but it can be used as a guideline for how to present the project.

Hello, my name is [your name]. I'm from [name of your congregation] calling with the Interfaith Council for Peace and Justice. Is [their name] in?

Hello [their name]. I'm an Organizer for the ICPJ First 100 Days Climate Change Action Project. I am calling you because I think you would have an interest in taking action with this project.

Is this a good time to talk? [if no, then ask "When is a better time to call you back?"]

[If yes ] Do you have a pen and paper handy? [if no, give them time to get a pen and paper]. For the next few weeks, we are encouraging Senators, Representatives, and the administration to take positive action towards climate change in the first 100 days of the Obama administration.

The project is built on the commitment of participants we are calling “Activists”. To be an activist you commit to doing at least 5 actions during the 100 day period, such as signing an online petition or sending in a letter (we provide you with these actions and all of the instructions)

Would you be willing to join us on this issue and serve as an Activist?

[If yes]…great! We also have another level of commitment that you can choose if you want to have a little more responsibility. You can sign on as an Organizer. Organizers commit to doing the five actions, but also recruit 3-5 other activists and serve as the check in person for those people throughout the 100 days.

Is that something you would be interested in?

[If yes].Great, we appreciate your help with the project! I can sign you up on the website now (ask for email address and verify whether they are an Activist or Organizer)

Do you have any questions?

We will be in contact soon and aim to begin sending out Action Alerts Friday February 13.

Thank you for joining us on this issue, and if any questions come up, feel free to call the Interfaith Council for Peace and Justice office at 734-663-1870, or you can email info@icpj.net. You can also contact Melanie McDowell at melmcd@umich.edu or at 734 255 6769. (or give them your contact info since you are their organizer!) It's been a pleasure talking with you. Good Bye.