

INTERNATIONAL WORKING GROUP ON WOMEN AND SPORT

GUIDELINES FOR CONFERENCE ORGANIZERS

INTRODUCTION

Conferences play an important part in the promotion of knowledge about sport and provide opportunities for networking and personal/professional development. They are therefore an important medium for influencing the culture and practice of sport.

It is the overriding aim of the International Working Group on Women and Sport to help develop a sporting culture that enables and values the full involvement of women in every aspect of sport. Over 200 national and international organizations have signed up to the Brighton Declaration and its principles have world-wide acceptance and currency.

This guidance is addressed to organizers of conferences concerned with sport and physical activity; to assist them in organizing the conference in such a way as to further knowledge about gender and sport, and assist in the development of a sports culture which values the full involvement and contribution of women.

CONFERENCE CONTENT

- Include themes and keynote lectures on gender issues.
- Instruct all speakers to use gender-neutral language and include material and examples from women's sport.

LEADERSHIP

- Encourage an appropriate balance (men and women) on the organizing committee, program committee, as chairs of sessions keynote speakers, and workshop leaders. A figure of 40% is the suggested minimum of men and women.

MARKETING

- Ensure promotional and publicity materials contain images and language that will attract women participants and are not gender stereotyped.

FUNDING

- Often a primary barrier to women's participation in professional and scientific conferences is financial. Sliding fee scales and/or scholarships for women should be offered where possible.

VENUE

- Choose a women-friendly venue, paying attention to accessibility, safety, comfort and price.
- Cater for women who may have children with them.

DELEGATES

- If organisations are asked to send representatives, suggest at least 50% are women, or if only one representative, a women should be nominated.

NETWORKING

- Where a conference is likely to be male-dominated, set up specific networking opportunities for women delegates.
- Build confidence of women delegates attending their first conference or who are not well known by assigning a mentor/guide to introduce them to people.

SOCIAL PROGRAM

- Arrange social activities that women enjoy.

CEREMONIES

- Plan opening and closing ceremonies to include women having a significant role to symbolize gender equity.

The IWG will be pleased to assist conference organizers by suggesting names of women experts to speak and lead sessions.