



Operational plan 2017-2018

1. Vision

As a large and influential organisation, Utrikespolitiska Föreningen Lund (UPF) must strive to take part in improving the world and finding creative solutions to the variety of issues we collectively face.

This should be done by providing a platform for people to help each other acknowledge and understand the complexity of global affairs, where not only the self-evident and mainstream issues are represented, but rather a diversity of opinions and perspectives are equally brought forward as to let our audience and members grow and develop.

UPF's role is to not only keep the knowledge we pursue to our own community, but to have our voices and our vision heard in all corners of the world, by people from all backgrounds and experiences.

2. Inclusiveness

UPF must always be a welcoming and inclusive meeting point for students from all over the world. Interest, rather than expertise, is to be emphasised in attracting people to the association. We want our members to deepen their interest in global issues while having fun.

UPF should be a non-judging association where different perspectives are expressed. By not only allowing, but also attempting to understand different opinions, UPF strives to accomplish diversity in discussions and debates. An important part of this is to recruit members from a variety of institutions in Lund and from different countries in the world.

We also wish to include non-Swedish speaking members by having English as our working language in as many aspects as possible. This is also a way to keep, and develop, our international profile.

3. Membership

We wish for the association to continue increasing the amount of active members, but, more importantly, increasing their possibilities to develop within and contribute to the purpose of the association.

4. Stress prevention

We want to continue working towards reducing the work-related stress among our board members and active members by keeping an open dialogue about the subject and making sure the stress prevention-policy is followed and developed further when needed.

5. Environmental responsibility

We want to keep our negative environmental impact to a minimum in all our operations, and UPF should strive to minimise its negative environmental impact. Most importantly, we want to keep highlighting environmental and climate questions as a topic within foreign affairs, as well as making sure the environmental policy is followed and developed further when needed.

6. Crisis management

UPF has developed a Crisis and Risk Mitigation Policy during the working year of 2017/2018. The policy's purpose is to provide guidelines, standard protocols and procedures in order to help the association and the UPF board handle different situations and dilemmas relating to security. Our aim is that the crisis and risk mitigation policy will work as a precautionary guideline that helps the board navigate and act pre-emptively during, as well as after, any eventualities.

This policy pinpoints areas of UPF operations prone to different risk situations, and has focused, context-based crisis management, for example regarding our publications, social gatherings and travels. The policy also establishes a crisis group, who have the primary responsibility in case of a crisis.

During the working year of 2017/2018, UPF aims to continue working with the crisis and risk mitigation policy, and update it if needed.

7. Project Integration

At the annual election meeting, a motion regarding the continuation of Project Integration passed by a clear majority, and in line with this, the UPF Board of 17/18 will work towards a continuation of the Project. We presented the Project at our Get Active meeting, with the aim of finding a group of enthusiastic and dedicated people to take it forward. The aims of the Project are still under discussion, and its exact format is still to be decided.

8. Senior Collegium

UPF is working towards establishing a senior collegium, or alumni network, in order to connect UPFers across generations.

9. Committees

We wish to encourage innovative ideas about how the committee work can be developed while building on the work already done during the previous working years. Our ambition is to create a better connection and cohesion between all committees since this provides a red thread in all of UPF's productions, an opportunity for members to try out a variety of activities within UPF and hopefully will inspire members to continue their engagement with the association. Committee specific goals and visions are presented below.

a. Presidium

The presidium of 2017-2018 puts great value in working with the development of the association. To not only keep on doing all the great things UPF already does, but to also see new possibilities and ways to further spread interest and knowledge on foreign affairs. This should be done by encouraging the board to be visionary and provide the board members with the knowledge and tools necessary to accomplish these improvements.

The presidium should accomplish the following:

- UFS
 - Help develop upflund.se in partnership with the head of IT and any other interested members, particularly by expanding the UFS page, the history page and ensuring that the blog stays active
 - Meet all committees and discuss UFS and the opportunities within UFS with the committees
 - Clearly inform and involve the UPF board on and in UFS issues and ensure that they feel like they have influence in UFS
 - Aim to establish a collaboration of some sort with University of Copenhagen
 - Work towards producing an exchange between UPF members and Belarus and apply for grants to make this exchange possible
 - Strive towards ensuring that UPF receives the magazine Internationella Studier
 - Work towards ensuring that the board nominates one article from each magazine and two articles from the webzine per semester to be published on ufsverige.org and in Utrikesmagasinet
 - Try to get more members to the convention and get at least half the board members to attend the Forum Weekend
 - Look into the possibilities in existing and not-yet existing sponsorships and partnerships for UPF
 - Strive towards making sure that the bilingual policy in UFS is followed
 - Maintain the influence of UPF in the national board and represent its views in discussions

- Look into the possibility of internships opportunities via UFS
- Try to map out our sponsors and partners and what we are getting out of them as well as what they are getting out of cooperating with us
- Treasurer
 - Have an organised and transparent budget
 - Urge the committees to engage themselves in their expenses and to create economical awareness
 - Attempt to identify and resolve any potential challenges regarding payments and organisation finances
- Presidents
 - Summon the board to board meetings
 - Provide everyone with tools and knowledge to do their work by arranging workshops for the board
 - Promote a connection and cooperation within the whole board
 - Work with committee-specific visions
 - Making the board more visible towards members
 - Work towards making the organisation more visible outside of the usual channels. This includes furthering collaboration with like-minded organisations and spreading information about UPF through class visits and other events.
 - Focus on UPF's long term objectives, both internally and externally
- Secretary
 - Document decisions during all official meetings and archive these protocols. Involve the member registry, the weekly newsletter and help to assist our members' questions regarding their membership.
 - Be a resource for the rest of the association who mostly takes care of what is not specifically related to a certain committee or the work of another board member.
- Policies
 - Make sure policies are relevant and updated

a. Activity Committee

We would like to see the activity committee become more unique and create even better and more creative events. We would like to develop a more relaxed environment that is perhaps not always connected to international issues but rather a place where people can meet and get to know each other. We also hope that the committee has grown in size.

The Activity Committee should accomplish the following:

- Create sub-committees that would focus on specific events. In that way, we could have events more frequently.
- Subcommittees would be sitting, pub, ball and non-alcoholic activities.
- We want to spread the general responsibility of activity to members, taking some of the pressure of us

b. Career Committee

Our vision is for the career committee to become the go-to place for our members to find internships and possibly jobs, thereby complementing faculties' career services..

The career committee should accomplish the following:

- Find internships for as many members of the prep-course, mentorship programme and networking event as possible, and gather data about it, so we can use it as a marketing tool to bring more motivated, talented and dedicated people to UPF.
- Apart from prioritising both the Prep Course and the Mentorship Programme, we would like to arrange more workshops for regular members to improve their career opportunities in the future. Our goal is to have 8-10 workshops open to all members during our time on the board.
- Attract new regular members to the career committee to help plan and execute workshops or events.

c. Lecture Committee

The lecture committee will continue with the popular task of arranging lectures on foreign affairs.

The Lecture committee should accomplish the following:

- A diverse range of lectures; at least one lecture should be able to connect to each faculty.
- An intersectional perspective.
- Panel debates with more conflicting opinions.
- More lectures about economics - trade agreements, political economy, international economics, trade, aid.
- Cooperation regarding debate nights.
- Be able to always provide work for its members. During the fall we can create project groups for the spring semester where the members can get more responsibility (with our support, of course).

d. Magazine Committee

The Perspective needs to highlight the positive sides of receiving a printed magazine. To ensure that the magazine remains relevant it has to provide not only educational and debatable articles, but also has to stand out with its layout and illustrations.

The magazine should serve as a main platform for debate on foreign affairs in Lund. Therefore, it is our goal that the magazine will be read frequently and discussed amongst students on a daily basis.

The Magazine committee should accomplish the following:

- First of all, it is our goal to make the magazine open for members outside of the committee. Getting feedback from our readers and allowing them to take part is an important step towards gaining more readers and members. Therefore, we want to open up for the possibility to send in letters to the editors, foreign correspondence and a pin-board section for short comments and questions.
- Furthermore, it is our hope that the magazine, webzine and radio will work more closely together in the future to provide UPF members with well thought-out and combined publications. This is something we believe would benefit all committees as it would allow the members to learn from and get to know members outside their operational committee.
- Thirdly, we would like to focus more on group dynamics within the magazine committee. It is crucial that the writers feel comfortable challenging themselves and each other. By arranging social events the writers can get to know each other outside the office and thus get comfortable working together. Stepping out of their comfort zones is something we will have to encourage from the very beginning throughout the writing process as well.
- Ultimately, our goal for this year is to provide diverse content, through both articles and topics. The magazine should focus on inspiring discussion by bringing new perspectives and arguments to the table. We want to focus on having an open mind and remaining politically independent throughout the year. Last but not least, we want to continue the great work of last year's editors-in-chief by creating a comprehensible and appealing layout.

e. PR committee

Our main vision for the PR committee in the upcoming academic year is to strengthen the UPF brand by making it more recognisable. This will be achieved by continuing to strengthen our graphic profile and to broaden the member base.

The PR committee should accomplish the following:

- Focus on the structure of the PR committee to better capture the creative potential of its members. We aim to work towards achieving this by creating two positions within the committee, UPF photographer and social media coordinator, and creating guidelines and templates for all committees for how they request marketing from PR in order to make communication between PR and all the committees smoother.
- Have an active and engaged committee throughout the year.
- Aim to be able to offer our members access to Adobe programmes such as Photoshop. We also aim to offer Photoshop and PR workshops.

- Market events on Facebook more, and have allocated a larger proportion of our budget to this channel.
- Continue to work towards developing a strong, coherent graphic profile online.
- Include more moving displays on social media and online
- Working towards improving UPF's websites, both upflund.se and theperspective.se, making them more accessible and aesthetically pleasing
- Being more present on campus talking to students, especially in institutions not well represented in the member base.

f. Radio Committee

Our vision is for UPF radio to get more publicity and become a prominent member when it comes to political debates on a national level in Sweden. We would also like to have more contacts in Sweden and Europe and have successful cooperations with other UF organisations in Sweden.

The Radio Committee should accomplish the following:

- We would like to see the radio doing professional shows and interviews and by that gaining more publicity than it does today. We believe that the committee needs to have more experience in broadcasting to make that happen.
- We would like the radio to move towards the goal described above, a higher level of professionalism, as well as to lay out a solid framework for the future.
- We would also like to aim to double the amount of listeners.

g. Travel Committee

The main purpose of the travel committee is to continue organising and leading trips to places of political interest for our members.

The Travel Committee should accomplish the following:

- Working towards creating two or three enlightening and inspiring trips together with our future committees.
- Investigate the possibility of running a networking-style trip with input from the Career Committee. We have an idea that it would be appreciated and manageable.
- Try to encourage our trip members to engage in other media committees, so that they can share the experience and knowledge gained with other members who are not on the trip
- Try to establish the framework for our members to propose trips and becoming trip leaders in running the trips. Strengthen and maintain sustainable contact with the foreign institutions we visited.

h. Webzine Committee

The purpose of the webzine committee is to spread knowledge and encourage discussion about international issues through The Perspective web magazine.

The Webzine Committee should accomplish the following:

- Work more closely with the other two media committees, continuing our co-operation on theme weeks, and expanding our co-operation on workshops and other short trips. We would aim to have theme weeks together with the other media committees, to make the association more focused.
- We could work harder to promote what the association is doing – for example, if there is a foreign trip planned, we could publish an article about the place the travel committee is visiting; or we could interview a lecturer who is coming to speak to UPF. More broadly, we could also interview experts who are based here in Lund, which will allow our committee members to develop their interviewing skills. In general, we would like to post more articles, if there is enough interest to allow us to. We would also like to broaden the topics that we cover – for example, our articles about artificial intelligence were really popular last year.
- I'm also keen to see theperspective.se become more accessible. For example, most academic journals and news sites use serif fonts for the body of their texts instead of sans-serif fonts. This is because serif fonts are more "grounded" on the page and are therefore easier for people with dyslexia and other reading difficulties to read. This is a change that could be made very easily. We would need to co-operate with the PR committee and the head of IT on this. We would also like to allocate more of our budget to advertising articles.
- We would like to make the webzine committee more of a team, by expanding on the coaching system that was introduced last year. We would like to make coaching and proofreading more structured and efficient. We will also try to make the committee more social, and to ensure that new members get involved in the social side of the committee and UPF as a whole.