

Step-by-step guide to running an Inspiring the Future event at your school



Step by step guide V2

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Why Inspiring the Future?

International research shows that children form aspirations for their future and have unconscious biases from as young as seven. These aspirations and biases are linked with their outcomes later in life.

The Tertiary Education Commission conducted research in Aotearoa, asking children aged 7 to 13 to draw what they wanted to be when they grow up. More than 7,700 children responded and the results showed they had narrow aspirations, with more than half of them seeing themselves in one of just nine jobs.

Their drawings also showed unconscious bias about gender, ethnicity and socio-economic status. The research asked children how they knew about the job they chose, and most answers involved whānau or the media.

Inspiring the Future gives young people the chance to learn about work from role models from the community. It broadens their horizons and empowers them for their future careers.

To see the Drawing the Future research, visit inspiringthefuture.org.nz/our-research



How Inspiring the Future works

1. Sign up at inspiringthefuture.org.nz
2. Create an event online.
3. Invite role models from the online database.
4. Order your free resource pack or download the resources online.
5. Prepare for the event.
6. Run the pre-event classroom activities.
7. Run the event, which involves:
 - a. 20 questions. Students ask role models questions to try and guess what job they do.
 - b. the reveal. Role models leave the room and then come back wearing their work clothes or holding a prop that represents what they do. They reveal their stories – what jobs they do, the pathway they took to get there and any challenges they faced.
 - c. discussion groups. Students sit with role models to ask questions and learn more about their stories and jobs.
8. Run the post-event classroom activities.

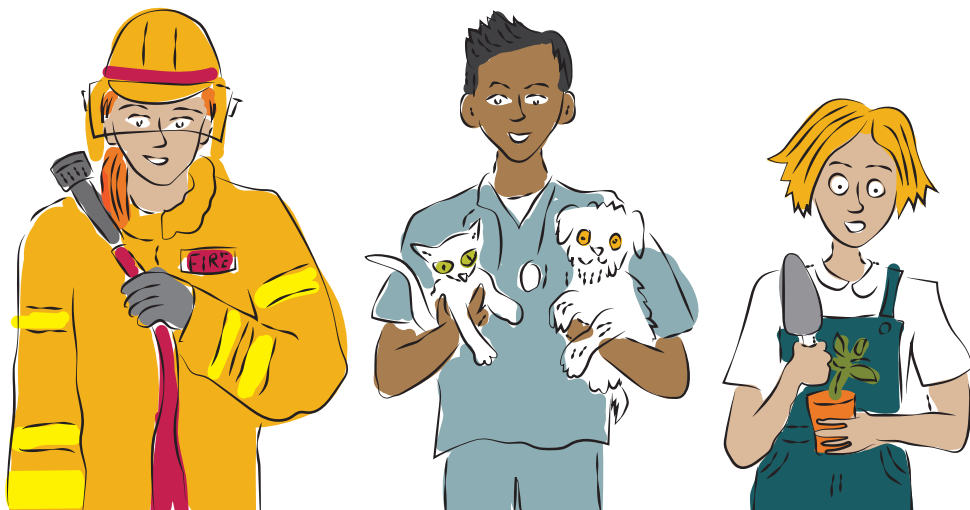
For a video of an Inspiring the Future event, see inspiringthefuture.org.nz

How much time do I need to commit?

- Allow 2–3 hours for the event.
- Also allow time to prepare.

How to use this guide

- Use the 'What to do before the event' section and the checklist to plan and prepare.
- Use the 'What to do on the day of the event' section to help you structure the event and keep things to time (take the guide with you on the day).



What to do before the event

Planning

Talk with your team to decide:

- when and where to run the event
- whether to provide food (manaakitanga)
- how many students will be involved
- whether you want to align the event to particular curriculum goals or school values
- which role models to invite
- whether to invite parents, whānau and 'āiga to the event.

Schedule your event and invite role models

TIP: Schedule your event online and invite role models six to eight weeks before so they can organise time off work.

Log in at inspiringthefuture.org.nz using your Education Sector Login (ESL). You may need to ask your ESL authoriser — usually an administrator or principal — for access if you have never logged in before.

You will be guided to set up your event and choose role models for your event.

TIP: Invite more role models than you need. It's likely some of them won't be able to make it.

Order or download the event resources

- Order a free hard-copy resource pack by emailing inspiringthefuture@tec.govt.nz.
- Or download the resources from inspiringthefuture.org.nz/resources

Decide roles and responsibilities

Decide who will:

- set up the space for the event
- look after the role models (meet them, show them around and brief them, thank them and show them out afterwards)
- organise getting the students to the event
- host the event and facilitate questions
- supervise discussion groups.

Complete a run sheet

Download the run-sheet template from the event resources.
Agree start and end times for each activity and add in break times.

TIP: Send role models the run sheet. We give role models instructions and event details, but they also want a run sheet from you. When a role model accepts your invitation, click on their profile to find their contact details.

Run pre-event activities in the classroom

Use activities in the event resources in your classroom to prepare students for the event.

Checklist

Use this checklist for your planning.

Make sure you have:

- talked with your team to plan the details of your event
- created your event and invited role models on inspiringthefuture.org.nz
- ordered or downloaded the event resources
- created a run sheet
- determined roles and responsibilities on the day
- run pre-event activities in the classroom.



While you're getting ready to host an Inspiring the Future event, role models are preparing to take part. They receive their own step-by-step guide that tells them what to do before and during an event, as well as supporting materials to help them inspire the students and make a positive difference on the day.

What to do on the day of the event

Set up

Organise:

- numbered chairs for each role model for the 20 questions activity
- a whiteboard
- plenty of pens or pencils for the students
- a separate area for role models to store props and change their clothes
- somewhere for students and role models to sit for the discussion groups
- somewhere for role models to get refreshments.

TIP: Role models may need a table to display their props and a chair to sit on. Or they could sit on the floor with the students for stronger engagement. Weather permitting, groups could sit outside. The arrangement of the discussion groups is up to you.

Take these resources with you to the event:

- this guide
- copies of the run sheet for teachers and role models
- role model number cards
- 20 questions templates
- discussion-group prompt cards.

TIP: Will the role models be able to hear the students in the 20 questions activity? Consider using a microphone.

Welcome role models

If you can, try to greet role models at the school gate and welcome them to the school.

Show them:

- the school layout, including the hall and toilets
- where to leave props and work clothes
- where to get changed into work clothes.

Escort them to the welcome area.

Then:

- offer them refreshments
- introduce them to each other and to staff
- outline safety procedures during emergencies
- check they have their work clothes and props and discuss what they're planning to say in the reveal
- show them to their seats when it's time for the event to start.

Run the event

Timings are a guide only; the size of your event will determine the timing of activities.

Welcome everyone and outline the event (5 minutes)

1. Welcome the role models and students to Inspiring the Future.
2. Outline what will happen at the event.

20 questions activity (30 minutes)

Role models wearing casual clothes sit in a row in front of the students. Students try to guess what jobs the role models do by asking up to 20 questions.

1. Invite the students to ask questions such as:

- Do you use maths at work?
- Do you wear a uniform?

Ask each role model each question.

Role models answer “yes” or “no”, “sometimes” or “maybe”.

Students record answers in the 20 questions template.

2. Ask the role models to leave the room and change into their work clothes or collect their props.
3. While the role models are out of the room, ask the students to guess what each person’s job is. Write their answers on the whiteboard. If you get different guesses, you could ask them to vote on the best one.

The reveal (3 minutes per role model)

1. Check the role models are wearing their work clothes or have their props. Invite them back into the room one by one.
2. Tell them what the students’ job guesses were.
3. Ask the role models to:
- introduce themselves and reveal their job
 - talk for about 3 minutes about their job, the pathway they took to get there and any challenges they faced.

After the reveal is a good time for a break. You can rearrange the space for the discussion groups if you need to.

Discussion groups (5–10 minutes per role model plus time to switch)

This activity gives the students a chance to interact with the role models in small groups. Students should lead the activity.

1. Ask the role models to collect their numbers and props, and direct them to their place.
2. Separate the students into as many groups as you have role models (you can do this in advance).
3. Each group then visits each role model in turn. They may not be able to visit every role model – that's okay!
4. Each group asks the role model questions and has a discussion.

Adjust the timing according to how many role models and students are involved.

Use the discussion prompt cards provided to keep the discussion going.

Have at least one teacher supervising the discussion groups.

TIP: If the group discussions are slowing down, provide the prompt cards and get each student to choose a card and ask the question on it. You can order extra prompt cards so you have one per student.

Close the event

Gather everyone back together. Thank the role models for coming along and sharing their stories.

Run post-event activities in the classroom

Use activities in the event resources in your classroom to reflect on and reinforce what the students have learned from the event.



**Tertiary Education
Commission**

Te Amorangi Mātauranga Matua

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