



TABLE TALK NOTE-TAKING

For notes on How to Run a Table Talk refer to the Listening Campaign 2019 Guide at qldcommunityalliance.org

The Question:

We invite you to share a story of a pressure on you or your family that's about:

- Real Jobs and/or Climate Justice. OR
- Safety and Connection in your community. OR
- If these aren't relevant, what is another pressure that you care about?

Tips for Note-Taking

Use the template in this document to take notes.

These are public stories – they are treated with respect but they aren't confidential. We need to take notes to see what we have in common and be able to move to collective action.

In your table talk notes you're looking for 3 things:

1. Powerful Stories:

For each person we want to record the basic elements of their story. It should be written as a story, not a summary of issues or case note. Make sure to include:

- What pressure were they encountering?
- When and where did this story happen?
- Who do we need to know to understand the story?
- What was their response to the pressure?

2. Potential Leaders:

You often see a different side of people in this setting. In their story have they encountered and overcome problems? Do they bring other people with them? Tick the box if you think they are a potential leader.

3. Commitment to Action:

Its essential to ask if people want to take action together. The note-taker's role is to make sure that gets recorded. Read the instructions on p12 before you start.

After the table talk:

- Photo and email each page to listening@qldcommunityalliance.org
- Then type up the stories, and either enter into Excel template, or on www.qldcommunityalliance.org/stories



QUEENSLAND COMMUNITY ALLIANCE

Example Form:

Table Talk Leader (full name): Laura Geitz

Note Taker (full name): Johnathan Thurston

Date: 2nd July 2019

Suburb: Nathan

Listening Event: Sporting Picnic

What type of area are people participating from? (please tick one only)

- Local (1-2 suburbs i.e Stafford, Mt Gravatt, Marsden)
- Regional (ie. Logan, Ipswich, Brisbane South/North, Sunshine Coast, Gold Coast)
- All of South-East Qld
- All of Qld

Example

Name	John Smith
Organisation (if relevant)	Together
<p>Story 1:</p> <p>His dad has been unemployed for a long time. Has done different training courses but can't get a job due to age.</p> <p>John feels pressure to look after his father and pay bills for him.</p>	
<ul style="list-style-type: none"> • Powerful Story? Did it move people at the table? Yes <input checked="" type="checkbox"/> • Potential Leader <input checked="" type="checkbox"/> 	
<p>Story 2:</p> <p>Has been hearing domestic violence at his neighbours places on both sides. He gets woken up by them screaming in the night.</p> <p>Has called triple 0 when things get bad. Wants to be able to do more than this. Sometime the police don't even show up. Doesn't know the family very well though. Is scared for his kids growing up in the area.</p>	
<ul style="list-style-type: none"> • Powerful Story? Did it move people at the table? Yes <input checked="" type="checkbox"/> • Potential Leader <input checked="" type="checkbox"/> 	



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Your Table Talk:

Please fill in the details below. And then record each story. At the end of the Table Talk, please check with people that they are comfortable with what you have recorded.

Table Talk Leader (full name): _____

Note Taker (full name): _____

Date: _____

Suburb: _____

Listening Event: _____

What type of area are people participating from? (please tick one only)

- Local (1-2 suburbs i.e Stafford, Mt Gravatt, Marsden)
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Organisation (if relevant)	
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Moving to Action

Near the end of the table talk, the host/leader will ask the group whether they would be prepared to take action on the issues shared. Your role is to make sure that information gets recorded.

There is a commitment card for this. **OR** you can use the table below. **You don't need to do both.**

Commitment Card is preferred. **Ask people to fill it out the card, take a photo for their own record, and hand it back to you/table leader.**

Name	Prepared to Take Action Yes/No	Interest in Action
		<input type="checkbox"/> Real Jobs for a Real Future <input type="checkbox"/> Safe and Connected Communities <input type="checkbox"/> Other
		<input type="checkbox"/> Real Jobs for a Real Future <input type="checkbox"/> Safe and Connected Communities <input type="checkbox"/> Other
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