Systers Meetup Organizer Guide
**Systers**

It’s important to know that you are not alone. Systers is a community for all women involved in the technical aspects of computing. Systers is the world’s largest online community of women technologists with over 4,500 members from more than 45 countries. Women can get support, advice and mentoring on technical issues and workplace challenges and issues. Women discover you’re their own voice and help other women in computing as well.

Systers serves women technologists by providing them a private space to seek advice from their peers, and discuss the challenges they share as women technologists. Many Systers members credit the list for helping them make good career decisions, and steering them through difficult professional situations.

Systers is curated by the current Systers-keeper, Rose Robinson.

**Systers Meetup**

Systers Meetups are organized by members of Systers, an Anita Borg Institute Community. Systers provide opportunities for you to meet other women technologists, gain new insights, and grow your network.

Our meetups helps women in technology gain support from and access to women working in a wide range of computing fields (security, web, health, mobile, ERP, open source and more), information about computing scholarships, job opportunities and learn about Systers’ participation in open source and other events like Google.

**Big Thanks!**

*...for organizing a Systers Meetup!*

*Thanks for taking the lead in organizing a Systers meetup in your community. To help simplify the process, this toolkit includes information on how to setup and run your meetup.*
Why meetup?

With a rapidly growing global virtual community, having a local face-to-face meetup gives Systers to

- Connect with local Systers
- Inspire women and girls from the community
- Guide Systers and local women in computing in navigating through challenges at school, at work and sometimes at home.

Facilitating a Systers Meetup

A facilitator of a Systers meetup must be a Syster. Your membership will be validated by our Systers’ Keeper. We encourage many facilitators as opposed to one facilitator for various meetups throughout the year. This is part of our Systers engagement and giving other Systers in the local community to lead. To help facilitate a meetup, you need to determine the meetup type and venue (documents on wiki page).

Date

Always find the best day and time for your community. Below are suggested days that usually works best for certain meetup types.

- Tuesdays and Wednesdays are good for more direct Meetups like presentations and panels
- Thursdays and Fridays are great for social gatherings like the Meet and Greet
- Saturdays and Sundays are perfect for longer, event-based Meetups (workshops or code-a-thons)

Note: If you decide to hold your meetup in a bar/lounge, Meetup.com collaborates with thousands of area businesses where they would give you discounted drinks in exchange for promoting them on social media or online rating applications.

Evaluation

After a meetup, send your attendees a survey on how things went. You may have to adjust the space, meetup type, it’s always good to know.

Survey >> https://survey.zohopublic.com/zs/uNBfzU

We envision a future where the people who imagine and build technology mirror the people and societies they build it for.
Venue

Finding a space to hold your meetup can be challenging. As a community, each organizer is responsible for finding a venue for the meetup. You should determine your meetup type first and estimate how many would attend. You want to accommodate not only the number of attendees, but the meetup type. We suggest the following NO COST options.

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- Check with local University for space. They are always willing to support local efforts especially like Systers.
- Co-working space are great to tap into local businesses and other freelancers
- If you decide to hold your meetup in a bar/lounge, Meetup.com collaborates with thousands of area businesses where they would give you discounted drinks in exchange for promoting them on social media or online rating applications.
Types of Meetups

Since every community tackles different challenges or focus, there are various types of meetups that accommodates every community.

Celebration/Inspiration

Systers hold 2 major global meetups annually; one to celebrate Grace Hopper’s birthday (Dec. 9th) and the other to celebrate Dr. Anita Borg’s birthday (Jan. 17th). There are plenty of other celebration and inspirational meetups that you can hold.

- Anita Borg’s Birthday (Jan. 17th)
- Grace Hopper’s Birthday (Dec. 9th)
- Career Moves (promotions, completing an educational program, etc.)
- Recognize a local Syster for her published paper
- Impact on your community from your Systers initiatives

Conference Planning

Of course since we are Systers, an ABI Community, we definitely want to talk about technical conferences. Suggest even submitting to CFP together as a community. Some of the conferences our communities are involved in as a whole are …

- Grace Hopper Celebration for Women in Technology
- Tapia Conference
- O’Reilly Conferences
- Google I/O
- Super Computing
- PyCon
- Ruby conferences
Professional/Career Development

Systers are interested in advancing their careers, gaining useful skills in the workplace or improve presentation skills to prepare to defend their thesis.

- **Lean In Circles**: ABI has branded lean in circles that your meetup can create to continue discussions, assignments and engage on a regular basis. Face-to-Face could be a follow up requirement to your circle.
- **Guest Speakers**: Speakers are a great way to learn about how other women are maneuvering their careers on a specific path, whether it
- **Recruiters Corner**: There will be times where you want to invite recruiters to your meetup. Systers are often in transition, returning back to work, or making a career change, so it’s great to know the recruiters in your area.
- **Resume Workshop**: Understand what they’re looking for, hold a resume workshop, or even talk about job hunting tips.
- **Job Hunting Tips & Tools**: Presentation Skills: Who says the face-to-face has to be physical? With many communication tools like Google+ hangout and Skype, you can still meet
- **Other**: ____________________________________________________________________________

Networking

At times, Systers just want to hang out and get to know each other. Maybe you want to just hold a networking meetup in a more relaxed environment or maybe something more formal like a Speed Networking event.

Sourcing

Time and time, Systers are looking for awards, scholarships, grants, funding your project or school. Maybe dedicate a meetup to pass on information about …

- Systers Pass-It-On Awards and ABIE Awards
- Scholarships and grants
- How to fund your startup

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Software Development / Coding Skills
There are many of groups that already help women in development skills. We encourage you to partner with those organizations as they are established and well organized. Most of these are globally offered, but some are specific to regions. The few we recommend are …

- Codechix
- PyLadies
- Rails Girls
- Women Who Code
- Cybertjutsu
- Hack Academy
- Hack NY

K-12 Initiatives
Systers are involved in many K-12 initiatives. There are many of groups that already help young girls K-12 in exposing them to career opportunities in computing fields and help development coding skills. We encourage you to partner with those organizations as they are established and well organized. The few we recommend are …

- Girls Who Code
- Black Girls Code
- Tech Girls

Codeathons
Hackathons or Hacks are most popular terms used for organizing a code-a-thon. Below are ones we recommend …

- Random Hack of Kindness
- Global Day of Code Retreat
- Microsoft Global

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MEETUP LOGISTICS
☐ Day _____________________________
☐ Time _____________________________
☐ Place _____________________________

MEETUP TYPE
☐ Celebration/Inspiration
☐ Conference Planning
☐ Professional/Career Development
☐ Software Development / Coding Skills
☐ K-12 Initiative
☐ Code-a-thon/Hackathon/Hack
☐ Other ______________________________________________________________

VENUE
☐ University/College (College Name ________________________________)
☐ Local Business
☐ Library/Municipality building
☐ Schools (School Name ________________________________)
☐ Bar/Lounge/Restaurant
☐ Other ______________________________________________________________

COMMUNICATION
☐ Create your meetup on Systers Meetup site (http://www.meetup.com/Systers/)
☐ Create an Eventbrite to manage the count
☐ Notified everyone in your area about the meetup (use your location Systers meetup site)
☐ Promote in Systers list, Facebook, LinkedIn, Twitter (@systers_org, @systers_awards)

EVALUATION
☐ Send attendees survey >> https://survey.zohopublic.com/zs/uNBfzU

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Systers Meetup
Who was Anita Borg?

In 1987, computer scientist Anita Borg started a digital community to connect women working in computing fields.

She called it Systers.

Her goal was to help these women feel like they were part of something bigger.

A community, she believed, would encourage more women to pursue careers in technology and make them more inclined to stay in the field.

View Anita Borg’s documentary
where we’ve been


ANITA BORG STARTS SYSTERS

ANITA BORG FOUNDS THE INSTITUTE FOR WOMEN IN COMPUTING (IWT)

IWT IS RENAMED: ANITA BORG INSTITUTE (ABI)

GRACE HOPPER CELEBRATION TRANSITIONS TO ANNUAL EVENT / AUDIENCES GROW

ABI BEGINS TOP COMPANY: ANNOUNCES METRICS, BENCHMARKING

GRACE HOPPER U.S. MOVES TO LARGER VENUE; ATTENDANCE GROWS 42% GH INDIA GROWS 2X

ANITA BORG & TELLE WHITNEY HOLD FIRST GRACE HOPPER CELEBRATION

TELLE WHITNEY NAMED CEO OF IWT

ABI LAUNCHES WOMEN OF VISION

ABI LAUNCHES FIRST LARGE-SCALE STUDY. # OF PARTNERS DOUBLE / REVENUE SPIKES

GOOGLE MAKES LARGE STRATEGIC INVESTMENT IN ABI

GRACE HOPPER ATTRACTS ATTENDEES FROM 42 COUNTRIES
How do we support women?

- **Communities**
  - Systers Email List 26\(^{th}\) year
  - Pass-It-On Awards
  - Best of Systers Blog
  - Google Summer of Code

- **Research**

- **Programs**
  - Grace Hopper Celebration conference
  - Top Company Workshop
  - Women of Vision

- **Strategic Partnerships**
  - Academic (National Labs)
  - Software Companies
  - Exploring regional hubs
Who was Grace Hopper?

- Dec 9, 1906 – Jan 1, 1992
- Vassar, Harvard
- Mark I Harvard
- First Compiler
- COBOL
- “Bug”
- Rear Admiral Navy

- Systers at Grace Hopper’s Birthday Celebration
- David Letterman Interview
Grace Hopper Celebration

- Conference held Wed – Fri
- Open Source Day on Saturday
- 2013 Minneapolis
- More than 4,600+ attendees
- Academia, Industry, Government
- 2013 Theme: Think Big. Drive Forward.
- **2014: Phoenix, AZ Oct 8-11**

http://gracehopper.org
Call-To-Action

Systers meetup
  – You determine frequency
  – Meetup type
  – Resources
  – Everyone bring another +1 woman

• Grace Hopper Birthday Dec 9
• CS EdWeek
  – Always during Grace Hopper’s birthday
• Anita Borg’s Birthday Jan 17
  – +1 man
Q & A

For more information contact
Her Systers’ Keeper
Rose Robinson
systers-keeper@systers.org
GET CONNECTED

BE A

SYSTER

Systers provides opportunities for you to meet other women technologists, gain new insights, and grow your network.
Find Your Tribe

- Join the world’s largest online community of women technologists with over 4,200 members from more than 45 countries
- Get support, advice and mentoring on technical issues and workplace challenges and issues.
- Discover your own voice and help other women in computing

“Although I work in a male dominated discipline ... because of my Systers I do not feel alone.”

Betty Bright, Syster

• Support from and access to women working in a wide range of computing fields (security, web, health, mobile, ERP, open source and more)
• Information on scholarships
• Job postings at other Systers’ companies, departments, and schools
• Global meet-ups
• Participation in open source and other events like Google Summer of Code

JOIN SYSTERS TODAY

http://anitaborg.org/initiatives/systers/

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