

Speaker Guide

Advice for contacting speakers for your Chapter:

When asking people to talk at your Giving What We Can chapter make sure to be polite, give a brief description of the event and what's required of them, if possible give the speaker a list of dates to choose from. Give the speaker sufficient notice and offer to answer any questions in a further email (experience suggests this is a better option than asking straight away about their travel/expenses arrangements).

When contacting big name speakers, recognise that their time is limited and they probably receive multiple requests to speak every day. Ben Kuhn from Harvard Effective Altruists suggests one good strategy is to use the Chrome extension Boomerang which will notify you in a week's time if the speaker has not responded. You can send a shorter email (you don't have to give a full description here as the speaker has already seen it), to check up. If you do this once or twice you'll be more likely to get a response. Avoid doing this more than twice (you don't want to waste their time or seem spammy).

You can also use Boomerang to schedule emails, so they're sent at the time they're most likely to be read (i.e. 9.30am on a Monday).

Please use This List for speaker contacts. If you notice any information on the list that is out of date, or have any suggestions for new speakers to add to the list, please email: chapters@effectivealtruism.org