

# 50 PLUS\* PRETTY QUICK THINGS YOU CAN DO FOR TAKE BACK YOUR TIME DAY – OCTOBER 24th

## INDIVIDUAL ACTIONS

- Participate in TAKE 4 WINDOWS OF TIME. Find out how to do it by visiting the 4 WINDOWS OF TIME section of the TAKE BACK YOUR TIME website [www.timeday.org](http://www.timeday.org).
- Put up a yard sign—download one of our posters, enlarge it and put it on plywood.
- Hang up posters in your office or workspace—download them from our web site free—add information about your local events or just use the posters as they are.
- Hold a “Conversation Café” with overwork, over-scheduling and time pressure as the topic. Find out how to do it at: [www.conversationcafe.org](http://www.conversationcafe.org).
- Read the TAKE BACK YOUR TIME handbook—now in bookstores and available on our web site.
- Start a TAKE BACK YOUR TIME book group.
- Sleep late ☺
- Join a simplicity study circle and encourage a discussion about time pressure. Find out how at: [www.seedsofsimplicity.org](http://www.seedsofsimplicity.org)
- Wear a *Take Back Your Time Day T-shirt*—available on our web site.
- Distribute the Time Day reading list. Ask your library to order the books and make a special display.
- Unplug from telemarketers using [www.donotcall.gov](http://www.donotcall.gov).
- Play with your children and talk to them about Time Day.
- Visit your elderly relatives.
- Plant trees.
- **Be your local Take Back Your Time Day contact. Sign up on our web site.**
- Cut out one activity from your child’s schedule.
- Schedule family meals each week and make a commitment to share them.
- Keep track of your expenses on such “time savers” as fast food, convenience items, etc. and calculate how much work-time it takes you to buy them.
- Cut TV viewing to one hour per day or eliminate the TV for a week.
- Cut out junk mail—find out how at: [www.junkbusters.com](http://www.junkbusters.com).
- Encourage legislation to stop computer spam.
- Take a simple vacation, or a volunteer vacation. Ask your employer to support volunteer vacations.
- Learn to meditate. Practice for 10 minutes a day and slowly increase the time to 30 minutes.
- Cancel something ☺
- Go for a long walk.
- Make *Take Back Your Time Day business cards and postcards* to give to friends, etc.
- Personally talk five of your friends into participating and ask them to do the same.

## LOCAL TAKE BACK YOUR TIME DAY COMMITTEE ACTIVITIES/ COMMUNITY AND NEIGHBORHOOD EVENTS

- Ask local businesses, libraries and non-profits if you can put up posters there.
- Be creative about other places to put up posters.
- Sell the TAKE BACK YOUR TIME handbook and t-shirts to earn money for your group.
- Sponsor a songfest for Take Back Your Time Day. Add a few short speakers to talk about the need for more leisure time.
- Talk to local businesses about their work-time policies and let people know how they compare. Present small awards to the best.

- Encourage forward-thinking local businesses and local non-profits to endorse Take Back Your Time Day.
  - Ask to speak about the issue at your local Rotary or other clubs.
  - Set up a table, distribute flyers, sell books and talk to people at street fairs, Labor Day events, festivals, conferences, etc.
  - Encourage your local bookstore to carry the book and display it prominently. Tell them about Take Back Your Time Day.
  - Give out Best Practices local awards to companies with good work/life balance policies. Hold an event to do this and encourage local media to come.
  - Create a Time Day sandwich board or wear Time Day T-shirts and be a regular presence at a central location in your city at lunchtime or after work.
  - Send us your stories and best practices examples, etc. to be put on the web site or in our newsletter.
  - Plan a volunteer activity for Make A Difference Day and then pass out flyers at it about how we all need more time to volunteer.
  - Time Day is also United Nations Day. Work with your local UN Association to create a display showing annual working hours around the world—info will be available on our Web site.
  - Contact local celebrities and ask them to endorse Take Back Your Time Day.
  - **Create a local advisory committee.** Include (if you can) prominent: *physicians, clergy, union leaders, social justice advocates, public officials, business leaders, PTA leaders, educators, whole foods providers, veterinarians, environmental leaders, especially solid waste managers, personal coaches, career counselors, psychologists, etc.*
  - Raise funds for your group/try a vacation raffle. Get a local B & B to sponsor, or a spa, etc.
  - Do a Time Day auction—request items from local businesses, non-profits, etc. Include items like a massage, a B & B weekend, a boat or kayak trip, a whole foods meal, music CDs, a concert, theater tickers, sporting event tickets, etc. Use it to raise money for your local Time Day committee.
  - Plan a rally on or around October 24<sup>th</sup>.
  - Send us your event schedule to put up on the web.
  - Contact your local chapters of groups like: Mothers and More, The Heart Association, the Rotary Club, the PTA, Democratic, Republican and Green Parties, Council of Churches, League of Women Voters, NOW, Labor Council, Faculty Senate, Physicians for Social Responsibility, Businesses for Social Responsibility, Sierra Club, Audubon, Greenpeace and ask if you can provide a speaker for their next meeting.
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- Conduct a “time pressure” story contest—non-fiction, and about a worst case scenario of overwork or overscheduling, or whatever you wish it to be ☺-- and ask your paper to publish the winner.
  - Hold up signs on the roadside.
  - Do local polling of people about their need for time--in streets, parks, workplaces etc. Poll available on our web site soon.
  - Have a meeting in which everyone brings one item they bought but never used. Tell stories about the items. This can be very revealing and get people to think about their spending habits.
  - Create a Take Back Your Time artwork contest. Encourage visual arts, poems, music, etc. Send us your winners and we'll put them on the web site.
  - Sign up everyone!!! Count the number of people at all events and send the totals to us.
  - Make sure you create an on-going local steering committee and membership organization.
  - Patronize your local sponsors.

## THINGS TO DO AT YOUR WORKPLACE

- Send information about Take Back Your Time Day to your company HR director, union stewards and co-workers.
- Start a brown bag lunch discussion group about taking back time in your workplace, school or college.
- Ask for a Sabbatical.
- Encourage work-sharing instead of layoffs in your firm.
- Consider a job share and ask for it if you want it.
- Ask to have a company discussion of Take Back Your Time Day.

- Ask the company or organization to support Take Back Your Time Day by giving its employees an afternoon off—or, even better, a day off.

## ACTIVITIES WITH YOUR FAITH COMMUNITY

- Ask your pastor/rabbi etc. to speak about the work/life balance issue at services the weekend of Take Back Your Time Day.
- Start a Reclaim the Sabbath discussion group in your church or synagogue. Use Arthur Waskow's chapter from TAKE BACK YOUR TIME as a reader.
- Plan a family potluck for the evening of Take Back Your Time Day. Focus on fun and fellowship but include a speaker or two.
- Create a Take Back Your Time/Choose 4 Windows of Time program for your congregation. To learn more about this program developed by the Massachusetts Council of Churches and the Massachusetts Take Back Your Time committee, visit [www.masscouncilofchurches.org](http://www.masscouncilofchurches.org).

## SCHOOLS AND UNIVERSITIES

- Contact high school civics teachers and ask them to bring the issue into their classrooms during the week of October 24<sup>th</sup>. Let them know they can use discussion questions from the web site.
- Encourage your PTA to sponsor a discussion/forum about over-scheduling of children.
- Plan a Time Day teach-in or speak-out—see our web site for ideas.
- *Use the TAKE BACK YOUR TIME handbook in your college classes.*
- Start a college Take Back Your Time organization. Ask campus recruiters about their work-time policies.
- Talk to your child's teacher about Take Back Your Time Day—ask them to talk with the children about the value of time during the week of October 24th.

## POLITICAL ACTION

- *Seek endorsements from city councils, state legislatures and public officials—a sample endorsement is available on the web site.*
- Go to local election debates, present our 6 point TIME TO CARE public policy agenda and ask candidates what they'd do to help constituents find more free time.
- Seek endorsements for the TIME TO CARE public policy agenda—endorsement forms are available on the web site.
- Create a local or state initiative for reduced work-time (eg. Minimum paid leave). Collect signatures to get it on the ballot.
- Sponsor a contest in local colleges and high schools for best public policy ideas aimed at reducing overwork. Ask a legislator to introduce the best of them at the municipal or state level.

## WHAT NON-PROFITS AND OTHER ORGANIZATIONS CAN DO

- Create a link from your organization's web site to ours.
- Include information about Time Day in your newsletter.
- Give your employees a day, or an afternoon, off.
- Plan a potluck for your organization for Time Day weekend. Invite a few local speakers and encourage families to attend.
- Discuss how overwork affects non-profits
- Try work-sharing instead of layoffs—send us good work-sharing stories.

## REACHING THE MEDIA

- Create skits, comedy routines, etc. and use to attract attention and media
- **Contact local reporters with Labor Day stories.** Find out who covers labor, work/family balance beats, etc.
- Send press releases to local media contacts—use ours or make up your own publicizing local events, stories etc.

- Write letters to the editor about over-work, time pressure, etc. Mention that you will be participating in Take Back Your Time Day and include the web address.
- Write articles about the issue for local publications. Include personal stories and examples.
- Call local radio talk show hosts and ask to be on the air yourself, or suggest one of our speakers—to be listed on the web site. *Use the handbook as a hook.*
- Collect all media stories, cartoons etc. and create Take Back Your Time scrapbooks for your community.
- Take photos at your events—send the best to local media and to us electronically and we'll put them on our web site.

**\*OKAY, SO THERE'S MORE THAN FIFTY. WE DIDN'T HAVE TIME TO COUNT AND NOW WE GOTTA RUN. SORRY ☺ BY THE WAY, SEND US YOUR IDEAS TOO AND WE'LL PUT THEM UP!!!!**