



Task List

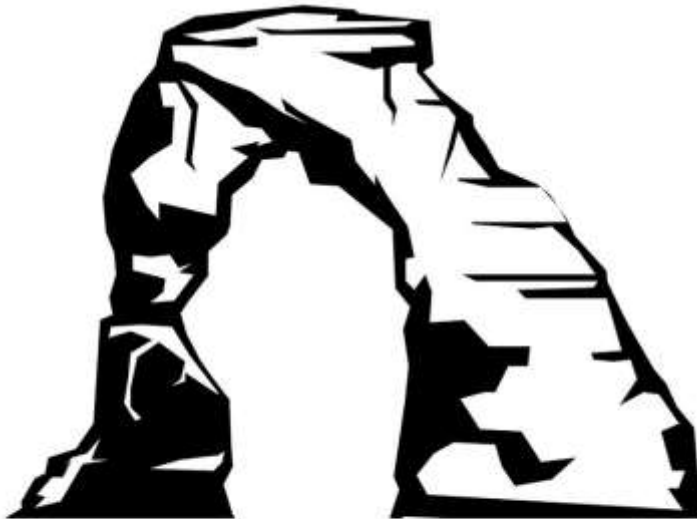
**Visit of the Permanent Representative of
Austria to the United Nations, His
Excellency Mr. Jan Kickert
to Utah Valley University**

February 19th, 2018

Orem, UT

Mission:

- 2). To inform Ambassador Jan Kickert on UIMF activities in Utah, the United States, and the United Nations regarding the promotion of the sustainable mountain development;
- 3). To learn about Austria's implementation of SDG 6 and 15 and their initiatives with SDGs at ECOSOC;
- 4). To discuss how to host a side event at United Nations ECOSOC forums with UIMF and other stakeholders in the future.



UTAH INTERNATIONAL MOUNTAIN FORUM
A COALITION OF STUDENT CLUBS AT
UTAH VALLEY UNIVERSITY

www.utahimf.org

For more information, please contact:

Samuel Elzinga, President, UIMF

at: samuel.elzinga@gmail.com

Coordination

Task	Volunteer	Due Date	Date Completed
Coordinate with UVU Office of Global Engagement and other affiliate centers and departments to make sure agenda is coherent	Samuel Elzinga, Lacey Meyer	2/5/19	

Protocol

Task	Volunteer	Due Date	Date Completed
Create Task List	Samuel Elzinga	1/31/2019	
Prepare draft talking points for UIMF Meeting with the Austrian Ambassador	Samuel Elzinga, Megan Davis	2/7/19	
Identify key priorities for Austria at the UN, including SDGs which are the focus for implementation by Austria	Joseph Lloyd, Megan Davis, (Sam if need be)	2/12/19	
Prepare 2 folders of official documents from the Congressional Record and United Nations Highlighting UIMF for VIP Guest	Hagen Isaacson	2/13/19	

Global Operations

Task	Volunteer	Due Date	Date Completed
Create memo on policy priorities of Austria at the UN	Joseph Lloyd, Blaine Rizzo	2/6/19	
Present memo and questions on policy priorities of Austria to the UIMF and Foreign Affairs club members	Joseph Lloyd	2/8/19	

Ask prepared questions to Austrian PR	Emma Warner Viktorii Bahrii Abeir Isawy	2/19/19	
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Logistics

Task	Volunteer	Due Date	Date Completed
Purchase gifts: Utah mug, UVU stress balls and UVU T-Shirt	Samuel Elzinga	2/15/19	
Prepare and bring 3 Posters about UIMF at ECOSOC forums to SC 213	Lacee Meyer	2/19/19	
Bring easels for UIMF meeting with Ambassador Jan Kickert	Hagen Isaacson	10/5/18	
Prepare the draft of the sentence for poster signing by Ambassador Jan Kickert	Hagen Isaacson	10/4/18	
Prepare posters for signing	Lloyd Joseph	10/4/18	
Prepare and bring markers to sign poster	Lloyd Joseph	10/5/18	

Media

Task	Volunteer	Due Date	Date Completed
Photography	Hailee Hodgson	2/19/19	
Videography	Leila Mitchell	2/19/19	
Submit reflective essays for UIMF Website	Hagen Isaacson, Samuel Elzinga Joseph Lloyd Emma Warner Viktorii Bahrii, Lacee Meyer Megan Davis and students from POLS 2100 and POLS 3500 Classes	2/19/19	

Post reflective essays on UIMF website and social media	Yanko Dzhukev Megan Davis	2/19/19	
Contact UVU Marketing and UVU Review	Lisa Jones	2/18/19	