

Maintenance Engineering Society of NZ

NETWORK
EVENING
SERIES



NETWORK EVENING SERIES

Executive Overview

The MESNZ Network Evenings are designed as casual after hours get together's where attendees can view a local operation, learn something about the host's world and network with other engineers over light refreshments.

The benefits for everybody are rewarding and surprising. Attendees are sometimes unaware of the host's existence or capabilities, or appreciate the specific maintenance management/operational constraints.

For the hosts, there is the opportunity to build relationships as well as creating profile through relevant media, including national engineering magazines. The glowing feedback from all hosts is the positive spinoffs for team morale as the operation shows itself off to the world.

For MESNZ, as well as satisfying our goals of assisting local engineers, the evenings are an opportunity to raise the profile of MESNZ locally and attract new membership. The network evening series is linked into our overall profile marketing. This includes radio advertising in key regions.

Attendance at most events can be between 30-100 registered attendees depending on the interest and promotion. Attendees are pre-registered and numbers can be limited numbers as necessary.

The host normally supplies the refreshments and the society provides the organisation although MESNZ is flexible to suit the situation.

Behind the relaxed environment, MESNZ operate a highly structured process involving local society representatives and professional Event Managers tasked with ensuring that the evenings are run successfully and responsibly

There is no charge to attend the MESNZ Network Evenings.

Who are MESNZ?

The Maintenance Engineering Society of New Zealand (MESNZ) is a non profit society. We are a technical interest group of IPENZ, the Institute of Professional Engineers, NZ.

Society members are all volunteers who donate their time to feed their experience and expertise back into industry. We advise, advocate, network and inspire engineers from all industries and regions across New Zealand on holistic line management topics including team management, technical training and health and safety. Our members represent the full realm of maintenance engineering from apprenticeships to trades to maintenance management, and asset management. The society has approximately 500 members and is best known as hosts of the National Maintenance Engineering Conference, held every November.



How Do The Network Evenings Work?

Lead Up As well as the full event details, MESNZ works with the host to produce an event flyer. These are distributed via our networks and marketing, including community radio. MESNZ manage the registration process and liaise with the host through our Event Manager. Network Events are highly structured with a 6 week lead in process culminating in a detailed run sheet on and after the day

On the Day. Most evenings are timed for around 5:30-7:30pm max, giving attendees the chance to arrive after work and not dragging on too long.

Attendees register upon arrival and normally chat over refreshments in the designated reception area. The evening is introduced by MESNZ who give a brief overview before introducing the host.

The host provides a brief overview of the operation, possibly delving into any interest points. Presentations should not exceed 5 minutes.

Attendees are then shown through the operation, sometimes broken into groups if dictated by the dynamics. Tours should not exceed 45 minutes.

Upon completion of the tour, the attendees regather in the reception area where further discussion, questions and commentary may be made over refreshments.

MESNZ wrap the evening up by farewelling the attendees and thanking the hosts.

After The Day. MESNZ provide creative content and/or a media release for publication in internal, local or industry media. The host is welcome to any content.

A copy of the registration database is made available to the host if desired.



Network Evening Considerations

Attendance Restrictions Restrictions on numbers or restricted companies can be arranged. Note, given the input of MESNZ resources and marketing, total numbers expectations can affect the MESNZ decision to proceed.

Registration Registration is essential to protect the security of the host premises. MESNZ manage the registration process. Hosts receive full registration details.

Parking Adequate parking for the predicted number of attendees must be considered. Pre-event instructions, signage, and parking control may need to be discussed.

Safety Requirements Are there any entry safety requirements?

Signage Is any entry signage required?

Sign In Hosts are signed in and be provided name tags by MESNZ. (This may be adapted to the host systems if required).

MESNZ Banners/Promotional Material MESNZ will supply and erect any society material.

PA A PA is recommended to ensure all attendees can hear any presentations. MESNZ will provide PA if necessary. Background music (MESNZ memory stick) has sometimes proved beneficial.

Digital Projector Some hosts choose to conduct an overview of their operation using powerpoint or similar. MESNZ can provide a projector (and laptop) if necessary.

Video & Photography MESNZ may provide professional quality photography (and/or video) as a record of the event. This may vary according to location. Please advise any restrictions.

Media MESNZ will invite media. Please advise any restrictions.

Media release MESNZ will supply a media release. Please advise any local or preferred media agents. A copy may be made available for the host's internal communications.

Refreshments These are normally provided upon arrival to relax the attendees. Light snacks only with any further food being served after the tour. A small of alcohol definitely leverages the experience. The level of refreshments will be discussed with the host.

Host Responsibilities If alcohol is to be served, a responsible person is required to man any bar. If served, alcohol will be limited.

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Contact Details

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