

Name of Group	Human Osteoarchaeology SIG		
Period of three-year plan (eg April 2019 – April 2022)	June 2024 - June 2027		
Date plan adopted (at AGM)	Jun-24		
Activity	Year one 2024-25	Year two 2025-26	Year three 2026-27
Committee meetings (at least 3 per year) and Annual General Meeting (AGM). The AGM should be the same month each year and booked in advance.			
Record which months the committee meetings and AGM will take place.			
Spring	New committee starting	Osteobite advertised to take place April 2025	April Osteobite, May OsteoSig in person conference and cremation workshop (possibly Lincoln)
Summer	Decide events - newsletter and Osteobite topics	Osteobite July, newsletter out in June	July osteobite, June newletter
Autumn	Set up newsletter	18 October 2025 - online conference	October - online conference
Winter	Newsletter written & Ostobite talk confirmed and advertised to members. Newsletter out in January. First Osteobite talk delivered. Agreed to set up autumn online conference	Osteobite talk in November 2025 and Newsletter out. January 2026 newsletter and Osteobite talk	November 2026 Osteobite talk and newsletter. January 2027 newsletter and Osteobite talk
Who is your AC Group rep? (term is 1 year but can continue). Your AC Rep will attend up to 6 meetings per year and communicate opinions on Institute policy and offer advice on group or area specialisms between the group/committee and AC.	Sabrina	Sabrina	Sabrina
Communicating with your group members			
How will you ensure regular and effective communication with your group members? What can you tell them the group is working on? Communications don't need to be long. Bulletins can be a couple of sentences.			
How many group newsletter or update bulletins will be sent and when? (at least 4 per year)	0	3	3
Which social media channels will be used (LinkedIn/ twitter/ Facebook/Email) and are there specific dates or messages to remember?	Bluesky and facebook	Bluesky and facebook	Bluesky and facebook
Which other groups do you plan to collaborate with? How do you plan to do this? Eg through Knowledge Hub.			
Do you plan to send any group member or subject surveys to gather data?	Sent out for topics for Osteobite talks	Sent out for topics for Osteobite talks	Sent out for topics for Osteobite talks
Would you like to do a The Archaeologist magazine subject takeover?			Possibly
Events (in person and online)			
Do you plan to host a specific AGM event or conference?		Yes - online October 2025	Yes - in person Summer 2026
Will your group host a session at the Cifa annual conference?			Possibly (maybe stand)
Will your group deliver or facilitate any CPD workshops this year, and if so, what type?			Yes - cremation workshop alongside in person Group conference
Are there any additional social or networking events (such as tea-break sessions) your group will run this year?			Possibly member café
Are there any external events to attend? Speak with Cifa to check if we are involved.		BABAO (OsteoSIG stand?)	BABAO (OsteoSIG stand?)
Membership development			
How many members (Cifa & non-Cifa members) do you aim to recruit during this period?		30	30
Where relevant, will specialist competence matrices need developing or reviewing?	No	No	No
Where relevant, will standards and guidance need developing or reviewing?		Creating a worksheet with terminology for commerical units	
Publicity and resources			
Do you need to create or update any resources to publicise the group?			
Group banner		Yes	
Group postcard or leaflet		Yes, and posters	
Website page updates - we have a standard layout, but you can add committee member bios, event information, and other relevant updates.			
Are there any other activities the group is considering?			