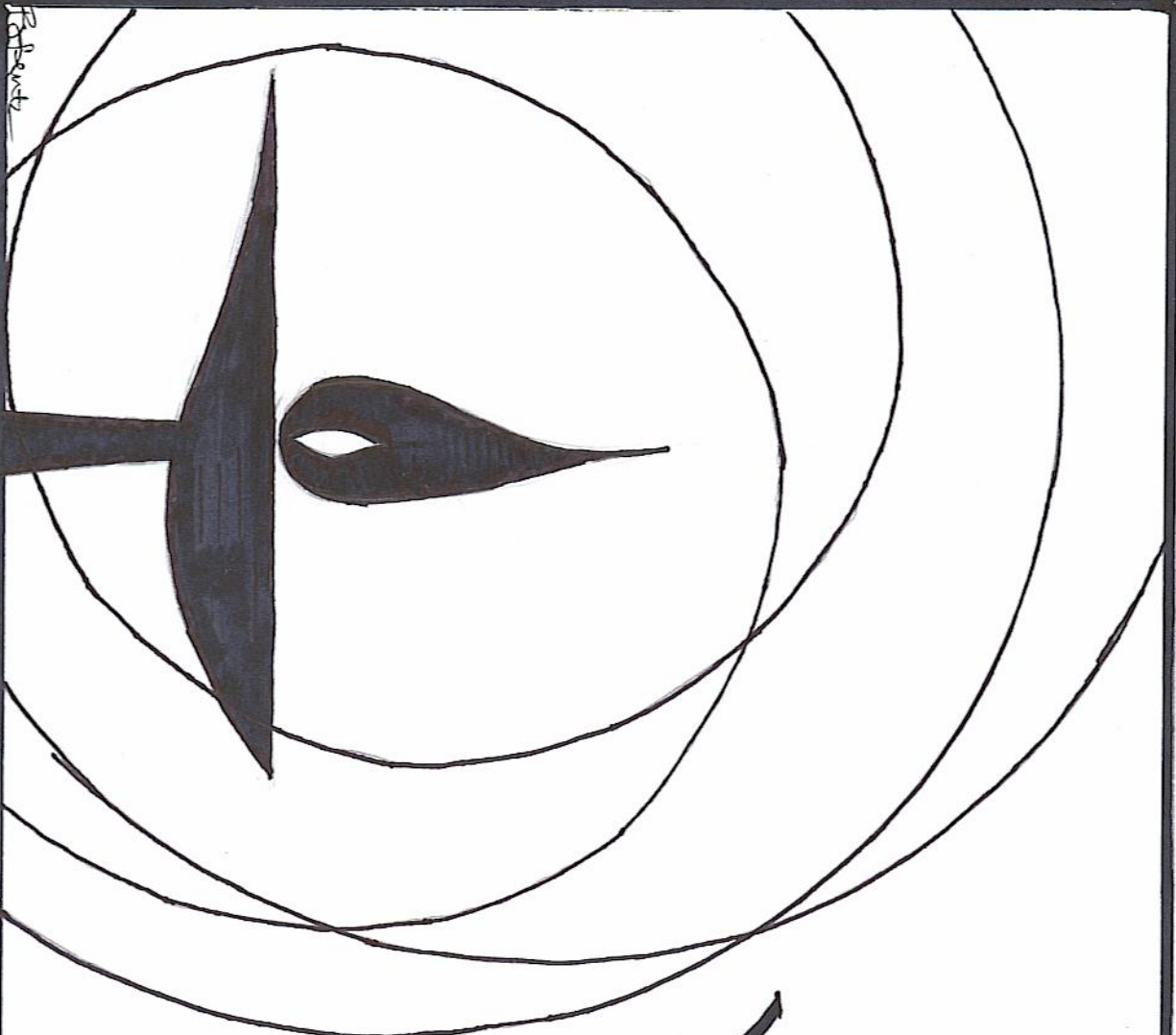


Roberts



SLED

Youth

Events

Manual

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**St. Lawrence District**  
**YEM**  
(Youth Events Manual)

The Youth Events Manual (YEM) is a guiding tool for the development and execution of local and District-wide youth events in the St. Lawrence District (SLD). The SLD encompasses most of upstate New York, with an additional congregation from Pennsylvania. The YEM is an important resource for those organizing youth activities. Youth conferences encourage and enable youth in leadership positions while promoting youth empowerment. The members of the Youth-Adult Committee (YAC) have put in place rules and procedures outlined in the YEM in order to ensure safe, successful, and most importantly, fun youth events.

## **A Word on Youth Events**

St. Lawrence District youth events have a long history and are a high point of youth participation in our UU societies. For most youth this is their only contact with the greater UU movement. This may be some youths' only experience of a youth program involving: focused workshops, worship, group games, and a weekend away from the norm of everyday life.

Youth Events come in many shapes and sizes, from full youth conferences with about 150 people, to bowling outings with small youth groups. The Conferences involve many youth groups, making it a "district event". There are other district events such as cluster sleepovers/lock-ins, LDC's (Leadership Development Conferences), SDC's (Spirituality Development Conferences), and YAC meetings. All district events are governed by specific rules set by the SLD YAC.

An event involving only one youth group is considered to be a "local event". The district rules do not apply to local events. In this situation, the youth group is under the jurisdiction of their own church.

If you are interested in organizing your own youth event, the Youth Events Manual will be helpful. All rules, helpful hints, and necessary forms are located within the YEM. Any other questions not answered in the YEM can be answered by contacting members of the Youth Adult Committee (YAC) or the District Youth Coordinator (DYC).

## **Youth Empowerment**

Youth Empowerment in YRUU is not about advisors giving power to youth, or about youth taking power away from the advisors. It involves youth finding the power within themselves to take responsibility for their actions. Advisors are usually hesitant about youth handling this sort of power, and although it is much simpler for an advisor to organize youth group affairs, valuable lessons are learned by youth who are willing to take the time to organize these affairs themselves.

An important thing to remember is that youth learn from their mistakes. Lessons are learned and skills are acquired whether or not the final outcome of an action is a positive or negative one. Youth empowerment teaches youth communication, organization, and social skills that help them grow in the YRUU community and help them reach out to their own congregation as well as society as a whole.

Adapted from the words of Anya Brebner (YAC 2000)

## **Roles and Purpose of the District Youth Coordinator (DYC) & Youth Adult Committee (YAC)**

The St. Lawrence District (SLD) UUA consists of 34 Congregations in Upstate New York. More information about the churches in the district is located in the official SLD Directory from your church office.

All District Youth Events (cons and cluster events) should be discussed with the District Youth Coordinator (DYC). The DYC will consult with the District Office and the Youth Adult Committee (YAC), and arrange to get the event on the official district calendar in a timely manner. In addition to the help found in this document, YAC will also serve as a resource in planning the event as needed. After contacting the DYC, each conference will be assigned a member of the YAC to act as a liaison for that conference.

The members of YAC coordinate the annual YAC elections at a spring youth conference (see Appendix J), attend meetings and do presentations and/or workshops at district events. YAC is made up of adults and youth in the SLD. The adults on YAC are recruited and chosen by the current YAC members, and are asked to promote youth empowerment throughout the District. Candidates for YAC need to submit a letter of intent to both the DYC and the District Office. The current YAC confidentially discusses the applicants and selects someone for vacant positions on the SLD YAC. YAC discussions operate by **consensus\*** so that youth and adults have an equal say in all decisions made by YAC.

\***Consensus:** Is not a majority vote, it is a full agreement by all parties present in voting. This creates a common position on rules or decisions on YAC.

**Youth positions on YAC:**

Elected Youth Representatives: Three of the positions on YAC represent Eastern, Central and Western NY, and are elected by the youth from churches in those areas. For more information about these positions, see Appendix J.

At-Large Members are selected by the members of YAC, using consensus, from the pool of candidates that showed interest in being on YAC.

YAC makes and enforces rules, and they also plan training conferences. Currently, the UUA's training conference include: LDC (Leadership Development Conference), SDC (Spirituality Development Conference), ARAO (Anti-Racism, Anti-Oppression), Chaplain Training, Basic Advisor Training, and Advanced Advisor Training. These YAC-organized cons are developed to encourage leadership and empowerment and youth worship. These training conferences are led by trained advisors from the UUA and are limited to 50 attendees from the district.

## **Planning Ahead for a Youth Conference**

**Food:** A very important part of a conference is to ensure that all Con-goers are happily fed. Meals should be designed to meet the dietary needs of all con-goers (such as vegetarian and vegan options, gluten-free foods, etc.).

**Sleeping/ Lock-in Hours:** A variety of sleeping accommodations should be offered. At a minimum, there should be the following designated sleeping areas: at least two Advisor sleeping rooms (quiet/noisy), a Male youth sleeping room, and a Female youth sleeping room. There should also always be a community room provided for those late-night con-goers who wish to stay awake. When assigning rooms, con planners should take into account noise levels at night, though it is the responsibility of the awake con-goers to respect the needs of those who are sleeping. The host church's smoking policy is in effect at any conference. During Lock-in hours, no one is allowed to leave the church for any reason. The Host Society is responsible for providing overnight adult supervision separate from the commuting advisors to allow advisors to get adequate sleep for the drive home.

**Conference Schedule:** It is important to have a schedule for the weekend posted in a central location. The schedule should have a good balance of planned activities and free time. Periodic breaks are a good idea between activities to allow transfer time and flexibility. It is also a good idea to keep workshops within their allotted time slot.

**Worship:** A meaningful worship service should be planned by the hosting youth group for Friday night. Typically, a workshop is held to plan the worship service for Saturday night. Having a youth and/or adult who has attended an SDC available as a resource is an excellent idea. You may find Appendix K: Checklist for Worship useful in planning.

**Conference Fees:** Each conference should set their own reasonable fee. Advisors are exempt from paying fees at conferences other than trainings. District guidelines specify that half of all conference profits are to be sent to the district office. Usually the host youth group keeps the remaining profit to fund youth programming at their church. If a host group loses money on a conference, the district may help them recover their losses. This should also be discussed with the DYC.

**The Role of Advisors at a Youth Conference:** On the first night of the conference, an orientation is held for advisors attending the conference. The purpose of this meeting is to review guidelines and rules and to discuss what is expected of an advisor at a conference.

**St. Lawrence District Ages and Definitions:** Junior Youth are between the ages of 12 and 15 and usually in grades 6<sup>th</sup> through 8<sup>th</sup>. Senior Youth are between the ages of 14 and 18 (the age of 19 if still considered in high school) and actively attend their youth group. The host society will determine the youth's status in terms of conference eligibility. The SLD now has a Young Adult movement. This division includes young adults older than Senior Youth age. Young adults under the age of 25 can be designated an "advisor in training" by the host society. An Advisor in Training can provide a unique perspective in youth group relations since they are closer in age to the youth than the advisors. Special criteria must be met in order to become a Advisor in Training: Advisor in Training must be away from their youth group for at least one year, and cannot be counted in the 1:7 ratio of youth to advisors for district events. Advisors must be 25 years of age. It is recommended that new advisors attend a training conference.

## **Non-SLD Congregations and Conferences**

You are encouraged, if space is available, to invite the youth groups of congregations from the QuOM region of the Canadian Unitarian Council to your conference, or another UUA District. Attendees from other districts or regions should be aware that the conference will follow the SLD rules as set forth in this manual. Canadian congregations should be made aware that they should pay their conference fee in US funds only.

You may be invited to attend conferences in Canada or another UUA District; you should be aware that conference held in other districts/regions will follow the guidelines set forth by the hosting district/region. If you are crossing the border into Canada, every participant will need a passport.

## ***APPENDIX A***

### **RESOURCES**

The District Youth Coordinator and the UUA Youth Office are key contacts for information, advice and help. The St. Lawrence District Office can supply sets of mailing labels for churches in the district. For general information we highly recommend that each youth group obtain copies of these books from the UUA Bookstore (25 Beacon Street, Boston, MA 02108-2800).

- “The Local Youth Group Program Handbook”
- “How To Be A Con Artist”
- “Youth Advisors Handbook”
- “Blessings to All Beings...”
- “The YRUU Song Book”
- “Deep Fun. YRUU Games”

### **Additional Resources**

“Building Community In Youth Groups”, Rydberg, Group Books  
- lots of activities, divided into sections according to maturity and newness of the group

“Playfair”, Weinstein & Goodman, Impact Publishers  
- a great collection of games suitable for a large group

“Creative Socials And Special Events”, Yaconelli And Rice - lots of ideas for games and neat things to do

St. Lawrence District  
Unitarian Universalist Association  
695 Elmwood Avenue  
Buffalo, New York 14222-1697 U.S.A.  
Telephone: (716) 882-0430  
Fax: (716) 882-6337

UUA Youth Office  
25 Beacon Street  
Boston, Massachusetts 02108 U.S.A.  
Telephone: (617) 742-2100  
<http://www.uua.org>

**APPENDIX B**  
**SAMPLE YOUTH CONFERENCE ANNOUNCEMENT**

**"Youth And The Peace Movement"**

The May Memorial Unitarian Universalist Society  
3800 East Genesee St  
Syracuse, NY 13214  
(315) 446-8920

Friday, March 1st - 8 P.M. to Sunday, March 3rd – 10 A.M.  
for  
Senior High Age (14-19, considered in High School)

Information & Registration Forms will be mailed by January 1 st  
For more information contact

Judy Franks, Conference Youth Leader, (555) 555-5555. EMAIL\_\_\_\_\_

Ben Workman, Advisor, (555) 555-5555. EMAIL\_\_\_\_\_

**MARK YOUR CALENDAR!**

[NOTE]

\*Include the email address of the registrar

\*Include fax number of the church for last minute registrations

\*On registration materials, be sure to indicate who to make the checks payable to and be clear about the fee

## *APPENDIX C*

### SAMPLE YOUTH CONFERENCE FACT SHEET

WHAT: YOUTH CONFERENCE

THEME: "Youth And The Peace Movement"

WHERE: May Memorial Unitarian Universalist Society  
3800 East Genesee St  
Syracuse, NY 13214

WHEN: 8 PM Friday, March 1 to 1 PM Sunday, March 3, <year>

WHO: Senior High UU Youth (Ages 14-19 and considered in  
in High School)

#### WHAT TO BRING:

- Sleeping bag, pillow, pad, towel, toiletries, and casual clothes
- appropriate for the season
- <Musical Instruments>
- <Tapes, CDs>
- <Special Program Material>

PLEASE NOTE: No shower facilities at the conference site.

#### REGISTRATION PROCEDURE:

Read over Information Sheet & Rules.

Complete Registration Form on reverse.

Return completed Registration Form and conference fee to:

Bob Fowley, Conference Registrar, (555) 555-5555  
c/o The May Memorial UU Society

CONFERENCE FEE: \$25.00

Make checks payable to The May Memorial UU Society

#### FOR MORE INFORMATION:

Judy Franks, Conference Youth Leader (555) 555-5555. EMAIL \_\_\_\_\_

Ben Workman, Advisor (555) 555-5555 EMAIL \_\_\_\_\_

<\*include\*> A good map to the conference site, written directions from major roads  
and the telephone number at the conference site for enroute directions

**APPENDIX D****SAMPLE YOUTH CONFERENCE SCHEDULE**

Friday evening:

8:00 PM - 10:00 PM Registration, settling-in, snacks, socializing

10:00 PM - 11:15 PM Orientation, ingathering, introductions, warm-ups and community building games, touch groups, advisor meeting

11:30 PM - 12:00 PM Youth-led worship service

Saturday.

Midnight - 7:00 AM Lights out, quiet hours, lock in

7:00 AM - 8:00 AM Wake up, get ready for breakfast

8:00 AM - 8:30 AM Breakfast

8:30 AM - 9:00 AM Clean up, workshop overviews and sign ups

9:00 AM - 10:30 AM Program/workshop offerings

10:30 AM - 11:00 AM break/snack

11:00 AM – Noon Program/workshop offerings

Noon - 12:45 PM Lunch

12:45 PM- 1:00 PM Clean up

1:00 PM - 2:30 PM Program/workshop offerings

3:00 PM - 6:00 PM Free time

6:00 PM – 7:00PM Dinner

7:00 PM- 7:30 PM Clean up

7:30 PM - 9:30 PM Games, Coffee House, Touch groups

9:30 PM - 10:45 PM Free time

11:00 PM - 11:45 PM Youth-led worship service

Sunday

Midnight - 7:00 AM Lights out, quiet hours, lock in

7:00 AM - 8:00 AM Wake up, clean up

8:00 AM- 8:30 AM Breakfast

8:30 AM- 9:00 AM Building clean up

9:00 AM – 9:30 AM Closing gathering, good byes

Optional: attend church service or youth group

## ***APPENDIX E*** **FOR ADVISORS TO SLD YOUTH CONFERENCES:**

### **What Have You Volunteered For?**

Thank you for joining us as an advisor for the upcoming youth conference. This fact sheet should help you understand what will happen during the weekend and clarify your role as an adult youth advisor.

District conferences have a long history in our youth movement and are a high point in youth participation in our UU societies. For most youth this is their only contact with the broader UU movement. As well, it may be their only experience of many things such as a weekend retreat or focused workshops (or for some small churches, simply a gathering of more than 5 youth). Most conferences follow a similar format: Introduction on Friday evening, workshops Saturday morning, free time Saturday afternoon, some outing or event on Saturday night and departure Sunday morning. There will be advisor meetings and workshops during the conference, giving adults a chance to talk, share and learn about UU youth programs, youth in general and different activities in the district.

The youth attending are from across the district and travel long distances to attend conferences. The conferences are usually targeted for senior high youth (14-19 and considered in high school). This usually includes youth in grades 9-12. The adults involved are a mixture of those working with the youth on a regular basis and those recruited to help with the conference.

Conferences are intense experiences for all involved. Such a large group (90-150) of creative, imaginative youth generates its own particular hum of energy and excitement. Many youth stay up most of the night to be able to take in as much as possible during the short weekend (most youth are usually exhausted Sunday morning). A conference can be seen as a dynamic organism with a life of its own; it requires steering and energy from youth together with insight and support from adults. Advisors work in conjunction with youth, especially the youth leaders, as a team, caring for each other and the conference community's needs. A conference is an opportunity for youth/adult interaction. As such, it is expected that advisors participate in the conference and stay at the conference site. Advisors have a responsibility to keep in touch with their youth during the conference, checking in with them from time to time to see how they are going, helping the youth if the need arises. Advisors know their youth better than the host adults.

Even at the best planned conferences, trouble can arise. All of us working together can help minimize the problems by communicating and working together. Each conference will be assigned a Chaplain from the YAC who will be available to help con-goers with any issues that arise. If a rules infraction takes place, the Committee on Rules and Consequences (CRAC) will convene; this committee consists of: the DYC, a local Advisor, two youth from the YAC, and two youth from the host congregation.

**In summary:**

- \* be a reassuring presence, but unobtrusive
- \* be non-judgmental and flexible
- \* know the schedule and rules
- \* delegate to and problem-solve with youth
- \* protect facility property in a friendly manner
- \* socialize, drawing youth and yourself into the community
- \* advise, suggest ideas, ask questions without directing
- \* get adequate rest before the Sunday drive home. You are entrusted with the safe travel of yourself and those who ride with you

**Please avoid:**

- \* monopolizing or dominating
- \* acting hastily
- \* being or looking like a one-dimensional "cop"
- \* over reacting to little things
- \* ordering youth around
- \* adult cliques
- \* doing things by yourself -> involve others
- \* not having fun!

***Thank you for your help and cooperation. Without you, youth conferences in our district would not be possible!***

**APPENDIX F**

**ST. LAWRENCE DISTRICT  
YRUU EVENT INFORMATION SHEET  
FOR ADVISORS TO SEND HOME WITH YOUTH**

<p>Here are the details about a YRUU SLD event that youth from our UU society will be attending. <i>This is not a registration form</i> - this is yours to keep and take home.</p>
--

ACTIVITY: \_\_\_\_\_ DATE: \_\_\_\_\_

LOCATION: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

DEPARTURE - WHEN: \_\_\_\_\_ WHERE: \_\_\_\_\_

RETURN - WHEN: \_\_\_\_\_ WHERE: \_\_\_\_\_

KEY ADULTS INVOLVED: \_\_\_\_\_

(NAMES, PHONE, &amp; EMAIL): \_\_\_\_\_

REGISTRATION DEADLINE: \_\_\_\_\_

**COSTS:**

CONFERENCE FEE: \_\_\_\_\_ PAYABLE TO: \_\_\_\_\_

TRANSPORTATION FEE: \_\_\_\_\_ PAYABLE TO: \_\_\_\_\_

MEDICAL INSURANCE: \_\_\_\_\_ PAYABLE TO: \_\_\_\_\_

THINGS TO BRING: [X] means that item is needed for this trip

[ ] gym and swimming clothing

[ ] sleeping bag

[ ] identification - birth certificate, passport, driver's license

[ ] money for meals (dinners/lunches) on the way

[ ] \_\_\_\_\_

[ ] \_\_\_\_\_

[ ] \_\_\_\_\_

[ ] \_\_\_\_\_

## **APPENDIX G**

### **\*Rules for SLD Sponsored Youth Activities**

The following rules have been approved by the St. Lawrence District Board of Trustees and **are not to be altered by a host society**. They are consistent with our Unitarian Universalist belief in freedom and responsibility and are designed to promote the well being of all the people involved in youth activities. These rules apply while traveling to and from the event.

- A.** All youth must sign indicating their agreement to these rules.
  - B.** The youth Adult Committee of the St. Lawrence District, in cooperation with the host society, will assume full responsibility and have final authority for the conduct of district youth conferences and other youth events.
  - C.** The age range for youth activities in the St. Lawrence District will be 12-19. It is recommended that conferences/youth events be limited to only one of the following age ranges:
    - a) Middle School (generally grades 6-8 and 12-15 years of age) and
    - b) High School Age (14-18 years or 19 if still considered high school and actively attending youth group.)
  - D.** The adult/youth ratio at all St. Lawrence District sponsored youth activities will be 1:7.
  - E.** No illegal drugs, alcohol, dangerous materials, or firearms.
  - F.** There are generally specific areas, and possibly times, provided for smoking. See house rules of the host society for any further restrictions. Smoking will not be permitted at Middle School age events.
  - G.** Sexuality is an important and healthy part of young people's lives. Conferences are an opportunity for young people to express themselves in healthy ways. Exclusive relationships detract from the community. All members of the community must respect others' physical boundaries. Inappropriate behavior (i.e. sexual intercourse or sexual harassment) is not permitted. The community reserves the right to deem any behavior inappropriate. Parents/guardians are invited to discuss this policy with their youth.
  - H.** Same sex sleeping quarters will be provided at all overnight gatherings. Lights out/quiet hours will be observed in these areas.
  - I.** No leaving or arriving at the designated conference area without permission from the registrar. Lock-in hours will be observed at all overnight gatherings.
  - J.** It is expected that all conferees (youth *and* adults) will participate in the program. Adequate free time will be scheduled for fellowship and socializing.
  - K.** Violation of these rules will result in a meeting of the Committee for Rules and Consequences. This committee will determine appropriate action which could include the conferee being asked to leave the conference: unless other arrangements can be made, this may mean that the entire group with whom the conferee traveled might have to leave as well.
  - L.** TAKE CARE OF YOURSELF.
  - M.** BE CONSIDERATE AND RESPECTFUL OF OTHERS.
  - N.** BE RESPECTFUL OF THE MEETING PLACE. Hosting our conferences in a communal place of worship is a privilege so clean up after yourself.
- THE ENFORCEMENT OF THESE RULES IS EVERYONE'S RESPONSIBILITY. I have read the above rules and agree to abide by them.

---

Signature of conferee^

Date^

\*Approved by the Board of Trustees, St. Lawrence UUA on August 27, 2000

**APPENDIX H****ST. LAWRENCE DISTRICT YOUTH REGISTRATION FORM**

Only members of the SAME HOUSEHOLD may use the same form. All others must use separate forms. Note that the rules form must be signed as well.

Return the completed form to your advisor by the stated deadline date: \_\_\_\_\_

PLEASE PRINT UNLESS OTHERWISE STATED

NAME(S): \_\_\_\_\_

CELL PHONE YOU WILL HAVE ON YOU: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ [EMAIL] \_\_\_\_\_

CITY: \_\_\_\_\_ STATE/PROVINCE: \_\_\_\_\_

ZIP/POSTAL CODE: \_\_\_\_\_ PHONE: (\_\_\_\_) \_\_\_\_\_ AGE: \_\_\_\_\_

CONFERENCE FEE: \$ \_\_\_\_\_ U.S. CANADIAN. SEX: Female Male

\_\_\_\_\_  
NAME OF UU SOCIETY INCLUDING CITY & PROVINCE/STATE ^

\_\_\_\_\_  
NAME OF ADULT ADVISOR(S) ACCOMPANYING YOUTH ^

I have read and signed the SLD rules sheet and will abide by the rules.

\_\_\_\_\_  
(Signature of Youth(s) ^)

\_\_\_\_\_  
(Date ^)

I have read the attached CONFERENCE RULES and the GUIDELINES FOR SLD SPONSORED YOUTH ACTIVITIES. In case of emergency I authorize the administration of EMERGENCY MEDICAL TREATMENT, and I assume responsibility for the cost of this treatment.

\_\_\_\_\_  
SIGNATURE OF PARENT/GUARDIAN ^

\_\_\_\_\_  
DATE ^

During this trip my son/daughter will be covered by a medical plan:

no [ ] yes [ ] Group # \_\_\_\_\_ Policy # \_\_\_\_\_

Name Of Plan: \_\_\_\_\_

\_\_\_\_\_  
(Medical Conditions: Please list relevant allergies, medications taken, dietary restrictions, etc.) ^

In case of emergency contact:

\_\_\_\_\_  
(Name ^) (\_\_\_\_) \_\_\_\_\_  
Phone Number ^) (Relationship ^)

**Please DO NOT sign this form unless the above is completed.**

\_\_\_\_\_  
Signature of Youth Advisor(s) accompanying Youth

\_\_\_\_\_  
Date

**APPENDIX I (PART 1)**  
**ADVISOR(S) REGISTRATION FORM**  
**Note that the rules form and ethics form must be signed.**

CONFERENCE DATE: \_\_\_\_\_ HOST CONGREGATION: \_\_\_\_\_

NAME(S): \_\_\_\_\_ CELL PHONE YOU WILL HAVE ON YOU: \_\_\_\_\_

EMAIL: \_\_\_\_\_ SEX: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: (\_\_\_\_) \_\_\_\_\_ CONFERENCE FEE is waived for advisors DEADLINE DATE: \_\_\_\_\_

DIETARY PREFERENCES: \_\_\_\_\_

\_\_\_\_\_  
 (NAME OF UU SOCIETY INCLUDING CITY & STATE ^)

MODE OF TRANSPORTATION: \_\_\_\_\_

ESTIMATED TIME OF ARRIVAL AT CONFERENCE SITE: \_\_\_\_\_

(USE ONE FORM FOR UP TO EVERY SEVEN (7) YOUTH PER ADVISOR.)

I will be accompanying the following Youth whose completed REGISTRATION FORMS, RULES AGREEMENT AND CONFERENCE FEES ARE ATTACHED.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

**TOTAL CONFERENCE FEES ATTACHED: \$ \_\_\_\_\_**

**RETURN THIS FORM TO THE CONFERENCE REGISTRAR NO  
 LATER THAN TWO (2) WEEKS PRIOR TO CONFERENCE.**

*Include signed Code of Ethics form (Appendix H part 2).*

*I have read and signed the SLD Rules sheet.*

\_\_\_\_\_  
 Signature of Youth Advisor

\_\_\_\_\_  
 Date

-----  
 I affirm that the above Youth and Advisor(s) will represent our congregation at the above named conference.

\_\_\_\_\_  
 Signature of DRE, MRE, Minister, or Church Officer

\_\_\_\_\_  
 Date

**APPENDIX I (PART 2)**  
**CODE OF ETHICS**

Adults and youth in leadership roles are in a position of stewardship and play a key role in fostering the spiritual development of both individuals and the community. It is therefore especially important that those in leadership positions be well qualified to provide the special nurture, care, and support that enable youth to develop a positive sense of self and a spirit of independence and responsibility. The relationship between young people and their leaders must be one of mutual respect if their potential is to be realized.

There are no more important areas of growth than those of self-worth and the development of a healthy identity as a sexual being. Leaders play a key role in assisting youth in these areas of growth. Wisdom dictates that all those involved suffer damaging effects when leaders become sexually involved with those they are leading; therefore, leaders will refrain from engaging in sexual, seductive, or erotic behavior with youth in the community. Nor shall they sexually harass or engage in behavior with youth that constitutes verbal, emotional, or physical abuse. Leaders shall be informed of this code of ethics and agree to it *before* assuming their role. If this code is violated, appropriate action will be taken.

As an adult or youth in a leadership role at this conference, I certify that I have read and understood the above and I agree to abide by the Conference Code of Ethics.

---

Signature

Date

RETURN THIS FORM TO THE CONFERENCE REGISTRAR NO  
LATER THAN TWO (2) WEEKS PRIOR TO CONFERENCE.

## ***APPENDIX J***

### **ALL ABOUT YAC**

The Youth Adult Committee (YAC) is the committee of the St. Lawrence District of the UUA responsible for leadership at youth events as well as overseeing and coordinating these events.

YAC is made up of:

- The District Youth Coordinator (DYC – an adult position)
- Three representatives; one each from Eastern, Central and Western NY. These youth are elected at the election con by the con attendees from their geographic area.
- Three to five "at-large" youth who are elected by the current YAC.
- Two "at-large" adults who are also elected by the current YAC.
- One liaison from the QuOM YAC to the SLD YAC (non-voting).

### **ELECTION PROCEDURES**

The youth conference before the District Assembly (which is held in late April) is designated as the election con. At this con, interested youth contact a current YAC member for an application form and questionnaire. Time is set aside to fill out the paperwork. Those youth interested in the representative positions also need to prepare a speech as to why they should be elected, which they present to the con attendees. Those youth interested in the “at-large” position do not need to prepare or give a speech. Time is then set aside for the vote.

### **JOB DESCRIPTION**

Being on the YAC entails a time commitment of roughly three weekends a year for meetings, following through with designated responsibilities between meetings, regularly checking email, attending the youth conferences, as well as attending the District Assembly.

### **EXAMPLES OF YAC RESPONSIBILITIES**

- Setting con schedule
- Planning training cons
- Discussing District rules at cons
- Being a positive role model
- Planning programming
- Participating in the larger YRUU community
- Using leadership skills to address concerns as they arise

*APPENDIX K*

**CHECKLIST FOR PLANNING WORSHIP**

- **Within – Among – Beyond**

A time for each: going within yourself (reflection), being in community with others (participation), reaching out beyond ourselves to the wider world and/or the divine.

- **Ritual**

A theme that ties your worships together such as a chalice lighting at every worship, etc.

- **Balance/Rhythm/Timing**

Balance readings, songs, reflection, and participation. Make worship flow smoothly. Make sure your worship is not too long or too short.

- **Context, 5 Steps of Community Building, and Crisis**

Who is the group for whom you're planning worship? How close a community are they? Make worship activities appropriate to the group's community building stage. If crisis occurs, offer worship as a place to heal.

- **Isms**

Make your worships accessible to all people; try to evaluate any institutionalized oppressions in worship activities or worship formats.

- **Sight – Sound – Smell – Taste – Touch**

Appeal to all five sense when possible.

- **Visual learners – Auditory learners – Kinesthetic learners**

Balance words, images, and movement in order to reach people with all three learning styles. Well-told stories tend to work equally well with all three styles.

- **Worship – Community Building and Fun – Leadership – Learning – Social Action**

Something to consider: all five components of a well-balanced youth group can be integrated into worship services.

