

**Report to Representative Committee
March 2-4, 2012**

**Youth Program Coordinator & Supervisory Committee
Pacific Yearly Meeting**

After a bit of a slow start and a hard year of developing solid working relationships among us and of creating a functioning infrastructure, we knew we had faithfully followed the expected learning curve up to new high ground. In August 2011, the Youth Program Coordinator Supervisory Committee hired a new Coordinator (YPC) and moved into the second operative year. Alyssa Nelson replaced Sarah Beutel on August 1, 2011 and has worked closely with the Supervisory Committee to launch an invigorated phase for the youth program of Pacific Yearly Meeting.

Committee members have particular roles according to their strength and light, and work hard to support the Coordinator and the Program. This year we are meeting by conference call every first and third Wednesday and in person twice a year. Kate Watkins (Santa Monica, SCQM) is our committee clerk and meeting convener. Lanny Jay (Redwood Forest, PYM M&O) handles our legal and government relations. Mary Klein (Palo Alto, parent) is our program supervisor, in touch with Alyssa weekly. Elizabeth Boardman (Davis, CPQM) is our operations supervisor and liaison to PYM; she also talks with Alyssa often.

Cara Arcuni (Palo Alto) is our Young Adult Friend. Jim Summers (La Jolla) and Steve Leeds (San Francisco), both past FAPs and teen committee members, are more recent additions to the committee. The PYM Presiding Clerk (Marilee Euseibo, Davis MM) is ex-officio and keeps up to date on our work. Teen members who were added mid-term last year participated but then had to drop out because of work or school. We are working on filling these slots again and continuing to experiment with ways to effectively involve younger Friends on committees.

Junior Yearly Meeting members and teens at Quarterly gatherings have mostly been responsive and enthusiastic about this tangible support from PYM via the Youth Program Coordinator and our committee. Teens continue to connect more with adult Friends and each other, to reach out to incoming fellow teens, to identify their own program goals, and to work through some of the challenges in their own programs. Still perplexing us all is the problem of transportation to events that do not include car-driving parents; the difficulty in finding weekends and school breaks that work for enough teens so that an event can become viable; and the challenge of communicating, organizing, and planning with teens and adults who are geographically spread out and who often have many other commitments.

The YPC Committee has updated and refined our program goals and objectives (attached below), personnel policies, budget and accounting systems, benefits package,

and support and supervision protocols, so that now, after a year and three quarters with an employee, we have worked out most of the logistical problems.

Completing these administrative tasks has freed us to support the Coordinator more in the program work. For example, she has conducted a number of visits to Meetings (10 of our 33 Meetings in CA and NV in the course of 7 months, plus a planned visit to San Diego Meeting the weekend of Representative Committee Meeting), and she has attended both SCQM and CPQM gatherings. In the near future she intends to spend an extended period in Southern California. We have heard some calls for more directive participation from the Coordinator alongside some insistence that the Coordinator not do for others what they can do for themselves.

Alyssa has aided College Park Quarter to implement more intergenerational programming and to continue to grow its teen program; Southern California Quarter has begun to avail itself of the YPC as a resource. Alyssa has served as a resource, catalyst, interpreter, and networker for multiple committees of the Yearly Meeting and Quarterly Meetings, including JYM, PYM's Peace & Social Order, PYM's Racial Justice Subcommittee of M&O, PYM's Electronic Communications Subcommittee of M&O, CPQM's M&O, CPQM's Teen Committee, and SCQM's Quaker Adventures (teen program), as well as Quaker Center and Sierra Friends Center. In January, Alyssa participated in a visioning meeting about the structure of PYM and the Annual Gathering with the Presiding Clerk and committee clerks of M&O, Experimentation and Implementation Subcommittee, Representatives Support Subcommittee, and the Quarterly M&O/M&C's of SCQM and CPQM.

Our committee and Alyssa regularly document the program's outputs and evolution through staff reports, meeting notes, memos, epistles, and publications. Alyssa regularly submits to *Western Friend's* "Youth Program Corner" and sends out a quarterly epistle. Led by Mary Klein, our committee interviewed teens, young adults, and older adults and wrote an article that is slated to come out in *Friends Journal's* "Membership and the Generation Gap" themed issue in April.

With much help from Don Bean (Conejo Valley, PYM Electronic Communications), Alyssa has been working to develop a youth program section on the PYM website. So far it is mostly a compilation of documents, and just recently she and Don added the beginnings of an events calendar. Already on that calendar are the upcoming teen retreat in Palo Alto (March 23-25); a workshop for adults called "Being an Ally to Youth as a Friendly Adult Presence (FAP) and Beyond" in Palo Alto (March 24, to be repeated in Southern California); and a workshop for youth and adults on "Seeking Spirit All Together: Intergenerational Faith, Fun & Fellowship" at Quaker Center (August 10-12). We are hoping that with Alyssa's support the SCQM Quaker Adventures program will organize an overnight for the otherwise 1-day Spring Quarter at Inland Valley Meeting on April 28th. We are seeking suggestions for a date and location for the Southern California FAP/Adult Ally Workshop.

As the program begins to grow and evolve, we are also obligated to reflect on its successes and limitations, and to plan for a comprehensive evaluation and discernment process about the program's future. Thus, we are bringing a proposal to Representative Committee about the timeline of the YPC "Experiment." Clarity about the end-date is necessary for financial, programmatic, and administrative reasons, as well as good order. Although the YPC position was approved at Annual Gathering in 2009 and although the budget year started on October 1, 2009, we had no employee or program expenses and no programming until April 1, 2010. So this "three year experiment" might be said to end on March 31, 2013.

However, that would be an awkward end-date, as the YPC would at that time be deeply involved in setting up the program for the 2013 Annual Gathering. If the Coordinator position or Youth Program is to be revamped or even laid down, it would make sense to do so after the Annual Gathering in 2013. Transition or wind-up activities would take a few weeks.

Therefore, the Youth Program Coordinator Supervisory Committee recommends that the end of Fiscal Year 2012-2013 (September 30, 2013) be the end date for this "experiment." We have discussed this with Ministry and Oversight, which has minuted its support. We have also asked Finance Committee to consider this recommendation.

The YPC Supervisory Committee does a performance and program evaluation in the spring, including a survey of stakeholders: teens, parents, Quarterly teen committee adults, PYM officers, and others. We will also be sending a letter and queries to Monthly Meetings to consider as part of the evaluation process. **Meeting Representatives: please be on the lookout for the forthcoming letter and encourage your Meetings to consider it and respond in a timely manner.** We have begun to talk with PYM's M&O and Finance Committees about how they will share the task of assessing whether and how the Youth Program and/or Coordinator position should be continued.

Meanwhile, we are eager to remind Friends that the Coordinator's task is not to provide everything our young people might need, but to coordinate and expand the resources we all have to offer. So please let her know what you and your Meeting need and also what you have to share.

Most Meetings and Worship Groups in CA and NV now have a specific contact person for the Youth Program, referred to as the Custodian of the Book (that book being *Build It! A Toolkit for Nurturing Intergenerational Spiritual Community*, a resource manual from FGC that we have been distributing). Be sure you know who your "Custodian" is or help find a Friend to fill an empty slot (see attached list, below). Encourage that person to connect actively with the Coordinator, the Supervisory Committee, and other Custodians of the Book / Liaisons.

Invite Alyssa to come and see you. Tell her what you need. Expressing your concerns, your suggestions, and your enthusiasm will support and nurture this program, Alyssa,

and all of us on the supervisory committee as we move into fully fledging this program in 2012 and 2013.

Prepared by the Youth Program Coordinator and Supervisory Committee, and presented to Representative Committee by Jim Summers (La Jolla), Steve Leeds (San Francisco), and Alyssa Nelson (YPC).

Alyssa's contact info is pym.youthcoordinator@gmail.com, 530-563-6369.

YPC Supervisory Committee's PYM Liaison is Elizabeth Boardman, eboardman@sbcglobal.net, 530-759-1980.

Attachment 1: Goals and Objectives

<http://www.pacificyearlymeeting.org/2011/pym-docs/ypc-goals-objectives-rev-12-7-11/>

Pacific Yearly Meeting Youth Program Coordinator & Supervisory Committee Goals & Objectives – revised and approved, 7 December 2011

PYM's Youth Program Coordinator (YPC) and the YPC Supervisory Committee work together with youth and adult Friends throughout PYM to fulfill the following goals and objectives:

- **Goal 1: Provide opportunities for PYM teens to grow in faith and fellowship.**
 - *Objective 1A:* The YPC will facilitate strong attendance by teens at regular gatherings in PYM by publicizing those gatherings among teens and by supporting teens in obtaining transportation and sponsorships; Year One attendance goals: 20-30 teens at PYM, 8-12 teens at SCQM, and 15-20 teens at CPQM. In Years 2 and 3, participation will increase by 10% each year by adding new attendees and retaining existing ones.
 - *Objective 1B:* Each year, the YPC will organize one or two additional teen-centered gatherings, 10-20 teens per gathering, with teens from both quarters participating each year.
 - *Objective 1C:* For each of the gatherings described above, the YPC will support teens in planning and facilitating sessions that explore Quaker faith and practice, which might include sessions of service.
 - *Objective 1D:* For each yearly and quarterly gathering, the YPC will help the planning committees of the gatherings design plenary sessions with sensitivity to the needs and interests of teens, and will encourage active participation by teens in those plenary sessions.

Goal 2: Provide opportunities for PYM young adults to grow in faith and fellowship. (Note: This goal has been temporarily de-emphasized in order to focus more effort on the other Goals at first, although some work is continuing in this area.)

- *Objective 2A:* In Years One and Two, the YPC will visit 1-2 Monthly Meetings or Worship Groups per month and will conduct one-to-one conversations with 2-4 young adults during at least half of those visits or through phone, Facebook, etc.; through those conversations, the YPC will determine the types of events, activities and programs that young adults would like PYM to support, as well as the procedures by which young adults would like to develop those events, activities, and programs.
 - *Objective 2B:* Each year, the YPC will support young adults in planning and implementing at least one of the events, activities, or programs identified above.
 - *Objective 2C:* Each year, the YPC will facilitate strong attendance by young adults at regular gatherings in PYM by publicizing those gatherings among young adults, resulting in 10-15 young adults engaged in the Young Friends community at PYM gatherings each year.
- **Goal 3: Provide opportunities for adults in PYM – as individuals, committees, and whole Meetings – to grow in their abilities to support youth effectively and to develop corporate practices for doing so.**
- *Objective 3A:* Each year, the YPC will organize two day-long workshops for Friendly Adult Presences (FAPs), 6-10 participants per workshop, with adults and teens from both quarters participating.
 - *Objective 3B:* Each year, the YPC will visit 1-2 Monthly Meetings or Worship Groups per month and will conduct 5-10 one-to-one conversations with youth and adults in each of those meetings; in those conversations the YPC will identify successes and challenges that each Meeting experiences in supporting its youth, and will explore potential solutions to any problems.
 - *Objective 3C:* Each year, the YPC will facilitate worship-sharing sessions or small-group discussions in at least six Monthly Meetings in which 4-6 adults reflect on their successes and challenges in supporting youth effectively and explore potential solutions to problems. In at least half of those sessions, 4-6 youth will also participate.
- **Goal 4: Provide opportunities for youth and adults in PYM to develop a spirit of mutual learning while seeking unity around matters of faith and practice.**
- *Objective 4A:* Each year, the YPC will aid the planning committees of quarterly gatherings to plan and implement at least one intergenerational activity at each gathering.
 - *Objective 4B:* Each year, the YPC will facilitate conversations at quarterly and yearly gatherings – including one-on-one and small-group discussions

- between youth and adults – that provide youth with opportunities to participate in decisions about their readiness to “graduate into” and “graduate out of” the teen programs (including JYM). The number of these conversations will vary according to the number of “transitional” youth each year.
- *Objective 4C:* Each year, the YPC will facilitate strong attendance by PYM teens and adults at one weekend-long seminar/workshop on an issue relevant to both teens and adults, with participants drawn from both Quarters, with 6-10 teens and 6-10 adults and young adults participating.
- **Goal 5: Develop systems of communication with youth and Monthly Meetings of PYM.**
 - *Objective 5A:* The YPC will develop and maintain a communications database of PYM teens, Young Friends, and adult contact-persons for the PYM Youth Program in each Meeting; the YPC will also develop and maintain a Youth Program Facebook page and webpage.
 - *Objective 5B:* The YPC will create and manage a database of Quaker-related programs and opportunities that would be of interest to teens and young Friends in PYM Meetings and Worship Groups.
 - *Objective 5C:* The YPC will regularly post Quaker-related events and opportunities that would be of interest to teens and young friends on the Youth Program Facebook page and webpage (including events of FGC, Pendle Hill, and Young Friends Gatherings, etc.); the YPC will re-post each event announcement one month, two weeks, and two days before each event.
 - *Objective 5D:* The YPC, in cooperation with the YPC Supervisory Committee, will send out quarterly epistles (by the first of December, March, June, and September) to all Meetings of Pacific Yearly Meeting.
 - *Objective 5E:* The YPC and Supervisory Committee will publish short articles at least 4 times per year in other relevant venues, such as *Western Friend* or *Friends Journal*.
 - **Goal 6: Develop and maintain administrative systems to support the work of the YPC, the YPC Supervisory Committee, and the Youth Program.**
 - *Objective 6A:* The YPC will produce an on-going written record of issues and activities of the Youth Program by:
 - submitting staff reports to the YPC Supervisory Committee on a weekly or bi-weekly basis;
 - taking notes of meetings of the YPC Supervisory Committee and circulating those among committee members and the PYM Presiding Clerk;

- maintaining the program website and e-communications (including file storage and sharing), and providing communications technical support to the YPC Supervisory Committee.
- *Objective 6B:* The YPC will communicate as needed (via conference calls, in-person meetings, emails, memos, reports, etc.) with pertinent PYM entities (including the YPC Supervisory Committee, YPC Support Committee, PYM Treasurer, PYM Presiding Clerk, PYM M&O, JYM Adult Committee and Teen Clerks, Quarterly Meeting M&Os and teen programs, etc.) to resolve administrative and logistical details in the planning of YPC-supported events and programs.
- *Objective 6C:* In conjunction with the designated Supervisor and the Treasurer, the YPC will co-create, co-manage, and refine employment administration systems for the YPC position (including benefits, payroll, policies, and procedures).
- *Objective 6D:* The YPC will keep financial records of purchases, will track program spending against program budget, and will provide expense reports to the designated Supervisor and Treasurer.
- *Objective 6E:* Each year, the YPC Supervisory Committee will evaluate the work of the YPC, the YPC Supervisory Committee, and the Youth Program; will produce an evaluation summary report; and will circulate the report throughout PYM.

Attachment 2:

“CUSTODIANS OF THE BOOK” (List as of 24 February 2012)

Monthly Meetings (33): *

- Appleseed - ?
- Berkeley – Dennis Thalson
- Central Coast - ?
- Chico – Eric Anderson
- *Claremont* – Karen Vance
- Davis – Nan Rowan
- Delta – Judy Bunting
- Fresno – Renée Godinez
- Grass Valley – Amy Cooke
- Humboldt – Jan Turner
- *Inland Valley* – Sue Scott
- *La Jolla* – Jim Summers
- Live Oak – Jeff Richman
- Marin – Marsha Holmquist
- *Marloma Long Beach* – ?
- Mendocino - ?
- Monterey Peninsula - ?
- Napa Sonoma – Joe Wilcox
- *Orange County* – John Sisson
- *Orange Grove* – Sarah Rose House-Lightner
- Palo Alto – Mary Klein
- Redding – Doug Milhous
- Redwood Forest – Barbara Babin
- Reno – Beth McCleary
- Sacramento – Muriel Strand
- *San Diego* – George Gastil
- San Francisco – Beth Bird
- San Jose – Jeff Kroeber
- *Santa Barbara* – Nancy Lynch
- Santa Cruz – Bill Visher
- *Santa Monica* – Kate Watkins
- Strawberry Creek – Josh Gallup
- Visalia – Kristin Beasley

Worship Groups (10):

- *Conejo Valley* – Don Bean
- Friends House – Connie McCracken
- Lake County – Barbara Christwitz
- *Las Vegas* – Jennifer Carr
- Modesto - ?
- Oakland - ?
- *Ojai* - ?
- Southern Humboldt - ?
- Ukiah – Susan Baird Kanaan
- *Whitleaf* - ?

Committees of PYM:

- JYM – Steve Leeds (San Francisco)
- Ministry & Oversight – Lanny Jay (Redwood Forest)
- Peace & Social Order – Mary Garman (San Jose)
- Racial Justice-M&O Subcommittee – Jim Summers (La Jolla)
- Religious Ed for Children – Bill Visher (Santa Cruz)
- Unity with Nature - ?
- Young Friends - ?

Quarters and Organizations:

- CPQM M&O – Elizabeth Boardman (Davis)
- CPQM Teen Committee – Jim Anderson (Chico)
- Quaker Center – Kathy Runyan
- SCQM M&C - ?
- SCQM Teen “Quaker Adventures” - ?
- Woolman / Sierra Friends Center / CPFEA – Vanessa Teran, Dorothy Henderson

Others Involved: the Youth Program Coordinator & Supervisory Committee: Cara Arcuni (Palo Alto), Elizabeth Boardman (Davis), Lanny Jay (Redwood Forest), Mary Klein (Palo Alto), Steve Leeds (San Francisco), Alyssa Nelson (Davis), Jim Summers (La Jolla), Kate Watkins (Santa Monica)

Note: *Italics* = SCQM; Non-italics = CPQM; Hawaii, Mexico, and Guatemala are initially excluded during the Youth Program Pilot Period, but are welcome to join in the fun.