

JUNIOR YEARLY MEETING COMMITTEE - JOB DESCRIPTION
Revised September 2020

The Junior Yearly Meeting (JYM) Committee serves as a support group for the Junior Yearly Meeting and as the liaison between Junior Friends and Pacific Yearly Meeting. The committee is responsible for providing appropriate adult leadership to advise and counsel Junior Friends. It meets throughout the year and helps Junior Friends arrange programs both during and outside of the Annual Sessions.

The committee includes at most eight adult members who serve three-year overlapping terms, of whom two or three are appointed annually by the yearly meeting's Nominating Committee. Teens in JYM nominate up to four teen clerks and a Ministry Committee who serve on the JYM Committee. The Clerk(s) of Junior Yearly Meeting are also ex-officio members of Representative Committee. JYM Committee members work together collaboratively using Friends' practice to develop teen programs.

The JYM Committee Clerk and other committee officers, Clerk(s) of the Junior Yearly Meeting and other interested Junior Friends usually meet at the Representative Committee session to plan for Annual Sessions. The Clerk of the JYM Committee and the Clerk(s) of Junior Yearly Meeting jointly report to Representative Committee.

Ex-officio members to JYM Committee include the PacYM Presiding Clerk, the PacYM Youth Programs Coordinator, a liaison from Nominating Committee and a liaison from PacYM's Ministry Committee.

Tasks for Adult Members:

- Assists Junior Friends in planning and staging activities during the year
- Gives advice and counsel to Junior Friends as needed and/or sought
- Provides appropriate support and assists Junior Friends in arranging programs appropriate for teenagers of junior-high and high-school age during Annual Sessions
- Is available for assistance in writing the JYM epistle

Important skills for serving on the JYM Committee:

- **Show up:** As with all committee work, the more present you are, the more you can offer and the more you will gain from the experience. Ideally, committee members will be present at Representative Committee in March, on the JYM zoom/conference calls (usually two in the Fall until January, monthly after January, more often as needed as PacYM annual session draws near, and at the PacYM annual session.
- **Be open to getting to know and learning with all committee members.** One of the most rewarding parts of committee work is the relationships we form. This is a great opportunity to get to know teen Friends.
- **Support Teens in taking the lead:** Some years, the teens are experienced and know what they want to do and know how to do it. Other years they are less experienced and need more guidance. Adults need to be careful to not take over, yet provide enough support to create the programs.
- **Bring your wisdom, experience, and understanding of Friends practices to share** while respecting the wisdom, experience, and guidance of others.

PacYM Junior Yearly Meeting Committee Nuts and Bolts: What to Expect

- The JYM committee generally begins work in January with organizing to gather at Representative Committee in the first weekend of March. The committee clerk will send an e-mail to adults and teens to make plans to attend Rep. Com. Think about how to help the teens on the committee who live near you get there. Plan to attend to learn the process and get to know each other including the teens on the committee.

JYM committee members cannot also serve as their Meeting Representative since we meet simultaneously.

- At Rep. Com., last years' experience is reviewed and plans are formed for the coming year. Subcommittees with both adult and teens members are formed to work on various aspects, such as hiring Friendly Responsible Adult Presences (FRAPs), developing a service project, etc.

- Usually the teens sleep over at the meeting site for Rep. Com, so a few FRAPs are needed. While adult committee members do not need to do this, it can be a way to get to know the teens better.

- The remainder of the work is often done online with Zoom calls, chat, or email as appropriate during the Spring and Summer with smaller sub-committees meeting as well as calls for the whole committee.

- At the Annual Session, there will be a variety of tasks needed to support the program, but committee members can enjoy other aspects of the annual session.

- Staff/committee meeting is held every morning at the Annual Session, often during breakfast with the teen leaders, FRAPs for both day and night shifts, and adult committee members to discuss the day's events and address any issues that may have arisen.

- The JYM adult committee clerk meets with the annual session evaluation process at the close of PYM.