Junior Yearly Meeting 2023

Named Contact Person

Supporting Notes

*This sheet should be passed to the Named Contact Person. This person might be a willing member of the Area Meeting (AM) (Someone who knows the family? The person who brought the name forward?), the LM Clerk, AM Children and Young People’s Work Advocate, a member of the pastoral care team with responsibility for Children and young people or a link group coordinator.*

We ask that each Area Meeting, Yearly Meeting or Quaker School appoint a **‘Named Contact Person’ (NCP)**. This person acts as a link between us and your nominees and their family. It is better if this person is not a family member. They will support the young people attending JYM (Junior Yearly Meeting) by assisting them in the booking process. It is extremely helpful to have someone local to the nominees who can contact them more easily in relation to JYM matters.

**What is needed from this named contact person?**

* Availability by phone or email from October 2022 to April 2023.
* Being happy to talk to young people aged 15 to 18 and their families.
* An understanding of Junior Yearly Meeting or willingness to find out about this.

**What papers should this named contact person have?**

* The nomination guidelines.
* A leaflet for young people about JYM 2023.

All nominations documents can be found in the JYM entry at [www.quaker.org.uk/events](http://www.quaker.org.uk/events)

**What will being the contact person involve?**

1. Supporting nominations by making sure that the young people are aware that they are being nominated and that they understand what JYM is (see JYM 2023 leaflet), that they are willing and able to attend (noting the cost of cancellations).
2. Ensuring that the nomination form with all the names approved is returned as soon as possible and by Sunday 29 January 2023 at the latest.
3. Encouraging nominees to return forms promptly. There will be two points of contact that require a response from the family:

* The parent or guardian will be asked to complete a consent and information form, within 2 weeks, to confirm the place. We will let the NCP know when we send this information and if the form is late, we will ask you to follow this up.
* In February 2023 we will send out a mailing that will require participants to respond. You will be sent a copy of this mailing. If we do not hear from the young person the NCPs will be asked to follow this up.

1. We will inform NCPs when a nominated place is confirmed and when additional nominations have been offered places.
2. We will send an invoice to AM / YM treasurers and schools in March 2023. NCPs should ensure that treasurers expect this and are encouraged to pay promptly.
3. We will contact participants in February with some choices about how they will participate in the programme. A participant information pack will be sent out to all participants in March. NCPs should check that participants have received these and then encourage them to read it! This is a suitable time to make sure that young people have all they need to participate in JYM.

Liaising with the young people who attended JYM about reporting back to the Area Meeting, Yearly Meeting, or school – we hope this will be a chance for NCPs to realise the impact of their support. Young people might need assistance in attending and reporting back to AM. This provides a good opportunity to speak with them about their experience of participating in JYM.

Young people and their families have busy lives, and it can be difficult for Britain Yearly Meeting staff in to keep in close touch with them. The Named Contact Person’s role is vital for the event preparations to run smoothly.

If you are a Named Contact Person, we hope you will enjoy the contacts you have with the young people, helping to smooth out their fears and enabling them to get the most out of JYM they can.

**Further information**

If you would like further information about JYM 2023 then contact

Mads Jones, Youth, Children & Families admin  0207 663 1121  [bymevents@quaker.org.uk](mailto:bymevents@quaker.org.uk)

|  |
| --- |
| **Some useful information about JYM 2023:**  **Numbers you can nominate:** You can nominate three guaranteed places as well as nominating additional places. We expect to be able to confirm additional places as they become available. The guidance notes explain this process.  **Closing date:** Nominations should be returnedby Sunday 29 January 2023 at the latest. No places can be guaranteed for nominations received after this date.  **Eligibility:** Nominees must have been born between 1 September 2004 and 31 August 2007.  **Dates and venue:** JYM 2023 are at the Frontier Centre, Northamptonshire the event starts with a Gather session at 3:30pm on Saturday 1 April and finishes at 12:45pm on Tuesday 4 April.  **Costs:** The cost of the event is £320. This includes fully catered accommodation, full programme costs and the option of a coach pick and drop off from Northampton or Wellingborough station before and after the event. Fees will be requested from AM/YM treasurers & schools prior to the event.  **Links to** **BYM (Britain Yearly Meeting):** JYM 2023 happens separately to Yearly Meeting (YM). The JYM Arrangements Committee will be linking with the Yearly Meeting Agenda Committee, and it is hoped that JYM will be exploring some of the same topics as YM. |