

**GREAT LAKES REGION
YOUTH OF UNITY
REGIONAL POLICIES & PROCEDURES**

NAME OF ORGANIZATION

The name of this organization shall be the Great Lakes Region Youth of Unity (Y.O.U.).

PURPOSE AND GOALS

The purpose of the Y.O.U. is twofold:

1. To unify all young people who are seeking to understand, express and demonstrate the principles of Practical Christianity as taught and interpreted by Unity Worldwide Ministries.
2. To unify the Y.O.U. Chapters of this region by the coordination of activities and aiding in their success and growth.

The goals of Y.O.U. are defined on two levels:

Local

1. Teaches the individual the Unity way of life by practicing Unity principles.
2. Involves the individual in actual prayer and meditation experiences.
3. Promotes the ideal of individuals working together, volunteering and enjoying the fellowship of friendship within the chapter and with their ministry.

Regional

1. Coordinates chapters by sharing a mutual interest in varied activities such as regional events and service projects.
2. Gathers suggestions and ideas to help various chapters in their areas of need.
3. Is represented by two Co-Regional Officers, who are elected by the Region and a Regional Consultant selected by the Great Lakes Unity Region Board of Ministers

CHAPTER MEMBERSHIP

A Y.O.U. Chapter in a Unity ministry which holds a membership in Unity Worldwide Ministries within the Great Lakes Region is automatically a member of this organization.

In order to form a Y.O.U. chapter there must be two or more young people who are in high school and/or ranging from 14 through 18 years of age along with (2) adult sponsors, at which time the Ministry contacts the Regional Consultant.

SUB-REGIONS

The Great Lakes Region consists of two Sub-Regions. The Eastern Sub-Region consisting of Ohio, Michigan, Canada, Kentucky and Indiana. The Western Sub-Region consists of Minnesota, Wisconsin, Iowa, Illinois and parts of Missouri.

GREAT LAKES Y.O.U. EVENTS

There are four types of Y.O.U. events in the Great Lakes Region:

1. **Regional:** Hosted by the Region. All of the chapters in the Region are invited.
2. **Area-Wide Events (AWE):** Hosted by a Chapter. All chapters in the Sub-Region are invited.
3. **Community Events:** Hosted by one or more Chapters. Five or more chapters in a 3-hour driving radius are invited.
4. **Chapter/Local Events:** Five or less local Chapters are invited.

REGIONAL EVENTS

PURPOSE

The purpose of Regional Retreat and Annual Rally is to help each individual have a greater awareness of his/her divine nature, and to grow in spiritual stature. Programs are to be spiritually oriented and provide for an educational experience as well as meaningful and creative expressions and fellowship. Regional events and functions are also designed to develop a closer contact among the chapters, and to discuss and evolve plans and methods for furthering the growth of local chapters.

DATE/LOCATION

The Annual Rally and Fall Retreat shall be held in the Region at a time and a place designated by the Regional Consultant. The Official business meeting will be conducted at the Annual Rally and the Co-Regional Officers shall be elected. Regional events are organized and implemented by the Co-Regional Officers and the Regional Consultant.

ELIGIBILITY

In order for a Y.O.U.er to participate in Regional events, they must comply and prescribe to the eligibility requirements which are:

- 50% attendance at their chapter meetings
- Between the age of 14 and 18 and/or in High School
- Must be self governing, responsible, and trustworthy with a willingness to grow spiritually
- Service hour requirements of 12 hours for Fall Retreat and an additional 12 hours for the Annual Rally
- Required reading(s) and lessons for the Annual Rally
- Able to honor heart agreements and guidelines, function in a group setting, and **MUST** attend the entire event from check-in thru Closing.
- Youth with special challenges requiring close, personal adult supervision must be accompanied by a parent or familiar adult who is not the primary adult responsible for the rest of the group. The Regional Consultant reserves the right to require a doctor's permission for youth with high physical or emotional challenges to insure the safety of the youth.
- Each participant must complete all required paperwork which is submitted by the chapter sponsor to the Regional Consultant in accordance with the timeline specified. Registration forms must be signed by the parent/guardian even if the Y.O.U.er is 18 years of age.
- Any Y.O.U.er or sponsor who contributes to altering, forging (documents, records, regional forms) or lying regarding age in order to attend any Regional event or to be considered as a candidate for a

regional office, shall be excluded from participating in any regional activities for a period not to exceed one year or for a period of time determined by the Regional Consultant

- In the event of a controversy between local chapter policies and Regional policies, Regional Policy shall supersede the local chapter policy when regional activities are involved.

AREA-WIDE EVENTS (A.W.E.)

- Chapters wishing to host an Area-Wide Event must contact the Regional Consultant from September 1st through October 31st of the current year to receive an “Area-Wide Event Request Form” and “Minster/Ministry Approval Form”. Area-Wide Events are to be held in the spring of the following year.
- Once the signed “Area-Wide Request Form” and “Minister/Ministry Approval Form” have been returned to the Consultant, the event will be put on the Regional Calendar and the Region informed.
- The hosting ministry guarantees all financial obligations in the event any of the fees are not paid in full. The purpose of an Area-Wide Event is not to raise money. Any proceeds left over after all expenses have been paid must be turned in to the regional treasury to support youth programs throughout the Great Lakes Unity Region.
- The hosting ministry is responsible for the insurance needs of the event. For events hosted offsite, a certificate of insurance may be required by the facility. Churches should check their current insurance coverage and determine if they are adequately insured.
- In order for a Y.O.U.er to participate in any Area-Wide function or event, they must be an active member of their chapter with 50% attendance at their chapter meetings and are between the age of 14 and 18 years of age and/or in High School.

COMMUNITY EVENTS

- For a chapter to host a Community Event, they need to contact the Regional Consultant for a “Community Event Request Form” and “Minister/Ministry Approval Form” two to four months prior to the event.
- Once the signed “Community Event Request Form” and “Minister/Ministry Approval Form” have been returned to the Consultant, the event will be put on the Regional Calendar and the Region informed.
- The hosting ministry guarantees all financial obligations in the event any of the fees are not paid in full. The purpose of a Community Event is not to raise money. Any proceeds left over after all expenses have been paid must be turned in to the regional treasury to support the youth programs throughout the Great Lakes Unity Region.
- The hosting ministry is responsible for the insurance needs of the event. For events hosted offsite, a certificate of insurance may be required by the facility. Churches should check with their current insurance coverage and determine if they are adequately insured.
- In order for a Y.O.U.er to participate in any Community function or event, they must be an active member of their chapter with 50% attendance at their chapter meetings and are between the age of 14 and 18 years of age and/or in High School.

CHAPTER / LOCAL EVENTS

A Chapter may elect to host a Local Event, i.e., movie night, lock-in, camping trip and if there are five (5) or fewer chapters invited this **is not** considered a regional, area-wide or community event. No request

form is required. However, the Region will post the information on the website if requested and if the event does not conflict with a regional, area-wide or community event.

EVENT PAPERWORK

It is a requirement that any Y.O.U. event have the correct paperwork filled out and signed by the parent/guardian even if the Y.O.U.er is 18 years of age. Paperwork consists of a medical release/registration form with the name and date of event, heart agreement (youth), adult guidelines (adults) and cost stated on the information form. All events inviting outside chapters must also have a chapter registration form signed by the chapter's minister or board member. Every chapter should have Chapter Policies and Procedures in place. *[See Suggested Chapter Policies online at www.glryou.org]*

BUSINESS MEETING AND ELECTION OF REGIONAL OFFICERS

At the Official Annual Rally a Business Meeting will be held on Saturday. Official regional business is discussed at the meeting. The Co-Regional Officers preside over the meeting and along with the Regional Consultant create the meeting agenda, which may include Chapter Reports being presented throughout the meeting.

At the Official Annual Rally the Y.O.U. body and sponsors (chaperones are not eligible to vote) shall elect two Co-Regional Officers to serve one year. Only active sponsors that have served for a minimum of one year are eligible to vote.

There will be two separate elections to determine the Co-Regional Officers and shall be elected by a majority vote (51%) of all voting members. In case of a tie or less than 51% majority vote, there will be a run off election. Counting the ballots is done by the Head Sponsor Team (excluding Consultant and current officers) with the Rally Chaplain present. Other than the final results of the balloting, any other information is to be kept confidential. (Example, number of votes each candidate received)

Should either Co-Regional Officer position become vacated, the Regional Consultant may appoint a new Co-Regional Officer if deemed necessary. Priority should be given to previous candidates, in voting order from the Official Regional Rally. However, another election is not necessary to fill this vacancy.

CO-REGIONAL OFFICERS

- The officers of the Y.O.U. shall consist of two Co-Regional Officers. The term of office shall be one year. The same person cannot hold a Co-Regional Officer position for more than two terms. To hold a second term, they would have to be elected by the body at the Annual Rally.
- Co-Regional Officer Candidates shall be active members of a Y.O.U. chapter within the region for a minimum of two years. The sponsor of any Y.O.U.er applying for office must contact the Consultant between January 1 and April 1 of current year to request the Candidate Packet.
- The Candidate Packet is sent to the Y.O.U. sponsor listed as the contact person, who then distributes copies to the candidate, parents, minister and other sponsor(s). The packet consists of a letter with details on procedure, description of "Officer Qualifications and Responsibilities", the Candidate Form and description of "Regional Planning Meetings". The Candidate Form is signed by the candidate, sponsor(s), parents and minister. It is the responsibility of the candidate to complete all of the requirements and to submit all necessary paperwork to the consultant by the specified date.
- A candidate for Co-Regional Office may be declined by the Regional Consultant if it is determined that that candidate does not meet the requirements, if said candidate has not demonstrated leadership skills in their chapter or the region, or has not been a member of their chapter for at least two years.

- Upon being elected to a regional office, the person elected shall resign from any local chapter offices held.
- The Regional Treasury will pay expenses for Co-Regional Officers which include registration fee for Annual Rally, Fall Retreat, travel for these events and travel for the Regional Planning Meetings.

[Also See Co-Regional Officer Qualifications & Responsibilities]

FINANCES

This organization shall follow the love offering plan. Love offerings may come from chapters, churches, individuals or other interested parties. This organization, bearing in mind its responsibilities for employing the prosperity law of giving and receiving, will through the regional treasury, seek ways in which to attract and wisely use all substance. The Regional Consultant shall be the trustee of the Y.O.U. treasury and provide monthly reports and reconciliation statements to the Regional Treasurer.

REGIONAL CONSULTANT RESPONSIBILITY AND AUTHORITY

- The Regional Consultant has the authority to establish, change, prescribe policy; coordinate all Y.O.U. activities; and oversee all matters which concern Y.O.U. officers, rallies, retreats, functions, events and finances in the Y.O.U..
- May decline a candidate for Co-Regional Officer position if requirements are not met informing Regional Board of such.
- Works with the Regional Board of Ministers keeping them informed of any and all situations that may come up at events.
- Shall meet with other Regional Consultants during the annual Consultant's Conference to exchange ideas, experiences, policies and plans.
- Shall attend the Annual Minister's Conference.
- Shall support and guide the Co-regional Officers in their positions and in organizing and presenting of regional events.
- Shall be the good steward and trustee of the Y.O.U. Treasury.
- Shall provide support and training for the sponsors in the region.
- Shall provide support for Area-Wide and Community Events
- Shall handle disciplinary situations at regional activities
- In the event that a Regional Officer does not fulfill their responsibilities due to not meeting deadlines, irresponsibility, inappropriate behavior, poor attendance, poor leadership, personal illness, or personal problems, the Regional Consultant has the authority to dismiss them from their respective office with notification of the Regional Board of Ministers. The officer may elect to resign his/her position because of the inability to fulfill the requirements.

CANDIDATE QUALIFICATIONS
for Position of Co-Regional Officer for the Great Lakes Region Y.O.U.

Established by the Great Lakes Region

1. Applicants must submit completed Officer Candidate form to the Regional Consultant **postmarked by May 1st**. Applicants for Regional Office must be present at the time of nomination at the Official Regional Rally business meeting.
2. Applicants are 16 years of age prior to the opening date of the Great Lakes Official Regional Rally and the applicant will be no older than 18 years of age when installed into office. If applicant will be in college during the program year, in order to qualify, you must be able to attend a Y.O.U. meeting twice a month.
3. **Applicants are an active member of a Y.O.U. Chapter** ; having participated at their local Youth of Unity chapter meetings and activities for two years prior to the date of the election.
4. Applicants are experienced leaders familiar with Unity Principles, competent at leading group meetings. Active in chapter by helping to plan, organize, write material such as a lesson and present the lesson, has ability to prioritize responsibilities, is on time with schedules, leads prayer and meditation, active with fund raisers and service projects. Has a desire to be of service to the Region and has a vision of what that means. Training ground for being a regional officer is by being a responsible leader in the chapter.
5. Candidate has reviewed and understands the “Responsibilities” of this position.
6. Candidate has counseled with their minister, sponsor and parents prior to submitting application.
7. Upon completion of the candidate form and meeting with Minister, Sponsor and Parents, the candidate has called the Regional Consultant and discussed serving on the Regional Team
8. Upon election to Regional Office, the person elected shall resign from any local chapter offices held. No one may serve in the same Regional Office for more than one year. **Also, upon election the Regional Officer shall remain an active member of their Y.O.U. chapter with regular attendance.**
9. Candidates **MUST** be available to attend New Officer Orientation meeting held in July. Travel arrangement are to be coordinated through the consultant and will be paid for by the Regional treasury. Also be available to attend approximately 4-6 Regional Planning Meetings through the year.
10. If elected, candidate agrees to lead by example in:
 - a) maintaining at least a “C” average in school,
 - b) continue to stay active in the local chapter and its activities,**
 - c) continue with typical teenage life experience by living at home, not being married or engaged and not a parent,
 - d) strive to have a God-centered life when not at Y.O.U. activities.
11. Candidates must write or call Silent Unity for prayer support in their candidacy. When requesting prayer support, request a letter to be sent to you as well. A copy of the letter you receive from Silent Unity must accompany your application.

Silent Unity, 1901 NW Blue Parkway, Unity Village, MO 64065-0001, 1-800-669-7729

OFFICER RESPONSIBILITIES
for Position of Co-Regional Officer for the Great Lakes Region Y.O.U.
Established by the Great Lakes Region

1. Attend all Regional business and planning meetings and have knowledge of Roberts-Rules-of-Order which is used at the Annual Rally.
2. Prepare prayers and meditations for Regional business and planning meetings. In consultation with the Co-Regional Officer, give input to the agenda for the planning meetings.
3. Attend all Regional events which are hosted by the Regional Team. (June Rally, Fall Retreat and Leadership Training)
4. Maintain an up-to-date “Co-Regional Officer of Guidebook.” The guidebook should include copies of any useful reference material which would assist future Regional Officers. This is passed down to future officers.
5. Serve as Website Coordinators, submits newsletter to Consultant who then copies and distributes to Region, and will be responsible for posting and sending out the weekly inspirations as well as all other regional information to the sponsors and to Y.O.U.ers who choose to receive them.
6. Together with the Co-Regional Officer, compose and post the Weekly Inspirations and Regional Business.
7. **Maintain regular attendance at chapter meetings (minimum of twice a month).**
8. Set an example at all times of a Unity based behavior which reflects concern for others, responsibility, spiritually supportive leadership, openness and enthusiasm.
9. Be available for prayer and leadership support. Will confer with the Regional Consultant for matters that require counseling or indicate a risk of harm.
10. Communicate with Regional Team on a regular basis either by phone or email. You must have an answering machine on your phone to take messages. Must maintain contact with the chapters in the Region to further the growth of Y.O.U. You must have a valid e-mail address, access to a computer and check your email frequently.
11. With the Regional Team, coordinate leadership training events and/or material for chapters and either present in the field or training material that can be mailed to chapters.
12. Rally responsibilities: Attend all planning meetings. With Co-Regional Officer and Regional Consultant, prepare schedule for Rally, coordinate theme, Rally events, family material, speakers, and musician. Create and lead opening, closing and special prayers at Rally. Preside over business meeting using Roberts-Rules-of-Order. Actively support all activities by displaying a positive and enthusiastic attitude. Prepare and participate with the Co-Regional Officer in the presentation of The Regional Report to be given at Rally during the Regional business meeting. Attend and conduct workshops, support participants and model Unity-based behavior.
13. Follow through on a continuing individual program of prayer and meditation in order to maintain the consciousness necessary to be an effective leader. Take steps to learn and develop broader skills in leadership, communication, and problem solving and prayer leadership.
14. Individual must be well rested and ready to “move” at all scheduled meetings and events.
15. As a primary contact for the region, must be available for questions and return calls promptly, conferring with the Regional Consultant as necessary.
16. Orient new Co-Regional Officers on duties of office.