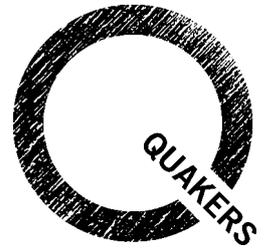


Junior Yearly Meeting 2024

Named Contact Person

Supporting Notes

This sheet should be passed to the Named Contact Person.



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, so the NCP should not be a family member. Instead this person might be a willing member of the Area Meeting (AM) e.g. someone who knows the family or the person who brought the name forward, the LM Clerk, AM Children and Young People's Work Advocate, a Youth Development Worker, a member of the pastoral care team with responsibility for Children and Young People or a link group coordinator.

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 November 2023 to the AM where the young person will report back.
- 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.
- A willingness to support participants in reporting back to their Area Meeting about JYM.

What papers should this named contact person have?

- The nomination guidelines.
- A leaflet for young people about JYM 2024.

All nominations documents can be found at <https://www.quaker.org.uk/events/junior-yearly-meeting-2024>

What will being the contact person involve?

1. Supporting nominations by making sure that the young people are aware that they are being nominated, that they understand what JYM is (see JYM 2024 leaflet), and 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 24 March 2024 at the latest (noting that there is an administrative charge for late nominations).
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 June 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, NCPs (Named Contact Person) will be asked to follow this up.
4. We will inform NCPs when a nominated place is confirmed and when additional nominations have been offered places.
 5. We will send an invoice to AM / YM treasurers and schools in July 2024. NCPs should ensure that treasurers expect this and are encouraged to pay promptly.
 6. A participant information pack will be sent out to all participants in by early July. 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.
 7. 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.

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

Further information

If you would like further information about JYM 2024 please contact Jenny Baines, Young People's Administration and Project Officer
☎ 020 7663 1002 ✉ bymevents@quaker.org.uk

Some useful information about JYM 2024:

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 returned by Sunday 24 March 2024 at the latest. No places can be guaranteed for nominations received after this date.

Eligibility: Nominees must have been born between 1 September 2005 and 31 August 2008.

Dates and venue: JYM 2024 will take place in central London between 3.30pm on Friday 26 July and 5pm on Tuesday 30 July.

Costs: The cost of the event is £350. This includes fully catered accommodation in central London and all activities during the event. Fees will be requested from AM/YM treasurers & schools prior to the event.

Links to BYM (Britain Yearly Meeting): JYM 2024 happens alongside Yearly Meeting (YM). The JYM Arrangements Committee will be linking with the Yearly Meeting Agenda Committee, and JYM attendees will join some Yearly Meeting sessions.