

Youth & Young Adult Conference Guide





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Introduction

The NSW Youth & Young Adult Conference Guide has been created as a resource to assist you in starting a Vinnies Conference at your university, parish, TAFE or community group.

Why start a Youth and Young Adult Conference?

There are many benefits of starting a Youth & Young Adult Conference. As a young person, you have an amazing opportunity to:

- make a real difference to the lives of people in your community
- meet like-minded people wanting to make a difference in your community
- put your faith into action
- participate in fun activities
- be a role model for others
- develop leadership skills which will help you in your work and personal life
- expand your comfort zone.

What is a Youth & Young Adult Conference?

A Youth & Young Adult Conference Conference is a group of passionate young people age 16-35 years who are making a difference in their community by working on social justice issues and putting their faith into action. A young adult conference typically has between six to fifteen members and typically meet once or twice a fortnight. It is important to remember that although you have formed a Youth and Young Adult Conference, you can always seek the support from other members in the Vinnies community to assist with events!

Conference is a French word meaning “coming together”. A Conference is a group of people who get together on a regular basis to meet and discuss ways to address particular needs in their community.

History



Blessed Frederic Ozanam

The St Vincent de Paul Society was started in 1833 by Frederic Ozanam, a 20 year old law student at the Sorbonne University. Responding to the great poverty in the Paris of his day, he and a group of friends began visiting the homes of the poor, bringing practical assistance of food and firewood, as well as something less tangible - empathy and love. Frederic and his friends began meeting regularly and formed the first conference. They decided to adopt the name of the St Vincent de Paul Society after the patron saint of charities.



Saint Vincent de Paul

Born into a poor family, Saint Vincent de Paul became a priest at the age of 19. He led an interesting life. At a young age, he was captured by pirates and sold into slavery. During this time, it was claimed he witnessed the terrible conditions in which slaves were forced to live. Upon becoming free, he had the opportunity to preach to the wealthy, but instead focused on spreading the Good News to people who were sick, orphaned, elderly, starving or abandoned. He was canonised (declared a saint) in 1737 and named the universal patron of Catholic charities in 1885.



Saint Louise de Marillac

With St Vincent de Paul, Louise started the Daughters of Charity (an order of nuns) in 1642. The Daughters of Charity were a revolutionary order of the poor. They helped abandoned children, people who were poor and sick, wounded soldiers, slaves, people who were mentally ill and the elderly. Today, there are over 20,000 Daughters of Charity, and they continue to help people in need. Louise is the patron saint of sick people, widows and orphans, and in 1960, Pope John XXIII proclaimed her the Patroness of Social Workers.



Blessed Rosalie Rendu

Jeanne Marie Rendu grew up during the French Revolution in 1789. She faced some tough times at an early age when her father and baby sister died and was forced to help her mother care for her two younger sisters. Jeanne's mother sent her to boarding school soon after. It was here she discovered the Daughters of Charity and was given the name Rosalie. As a Daughter of Charity, she opened a pharmacy, a school, an orphanage, a home for the elderly and a youth club. She became the "good mother of all Gods" and worked closely with Blessed Frederic Ozanam to perform 'good works' of the St Vincent de Paul Society.

About the St Vincent de Paul Society

Our Mission

The St Vincent de Paul Society is a lay Catholic organisation that aspires to live the Gospel message by serving Christ in the poor with love, respect, justice, hope and joy and by working to shape a more just and compassionate society.

Our Vision

The St Vincent de Paul Society aspires to be recognised as a caring Catholic charity offering 'a hand up' to people in need. We do this by respecting their dignity, sharing our hope and encouraging them to take control of their own destiny.

Our values

Commitment

Loyalty in service to our mission, vision and values.

Compassion

Welcoming and serving all with understanding and without judgement.

Respect

Service to all regardless of creed, ethnic or social background, health, gender or political opinions.

Integrity

Promoting, maintaining and adhering to our mission, vision and values.

Empathy

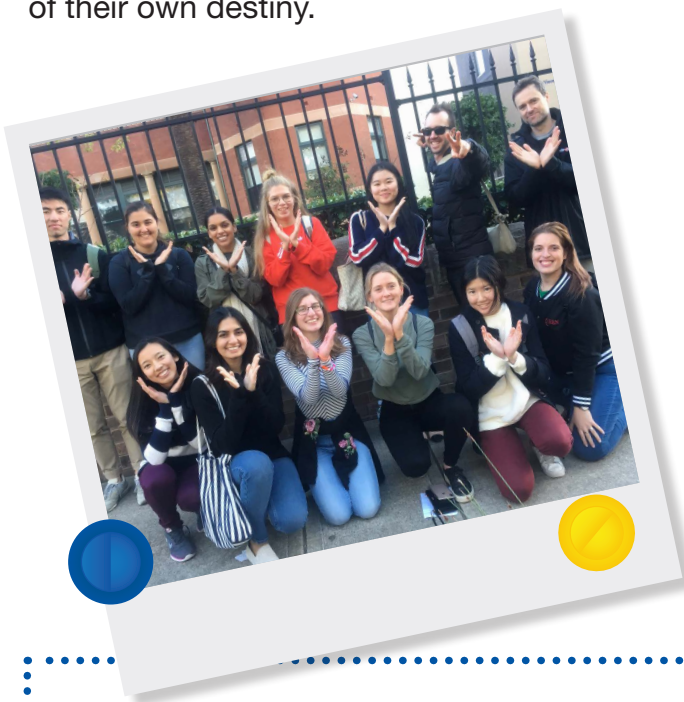
Establishing relationships based on respect, trust, friendship and perception.

Advocacy

Working to transform the causes of poverty and challenging the causes of human injustice.

Courage

Encouraging spiritual growth, welcoming innovation and giving hope for the future.



Our Logo

The St Vincent de Paul Society logo was designed by Australian sculptor, Tom Bass. It represents the hand of Christ that blesses the cup, the hand of love that offers the cup and the hand of suffering that receives the cup.



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good works



*The hand of Christ
blesses the cup*



*The hand of love
offers the cup*



*The hand of suffering
receives the cup*

Home visitation and Vinnies Services

Home visitation is the core work of the St Vincent de Paul Society. Home visits are carried out in pairs, with conference members providing support to people experiencing hardships by offering them food vouchers, clothing or furniture.

More importantly, our members offer emotional guidance to allow people to take control of their lives and continue the tradition established by Blessed Frederic Ozanam.

Vinnies Services are a professional facility, program or service run by the Society that service a need which cannot be met within the normal scope of a conference.

Examples of Vinnies Services in your Vinnies community may include:

- Clothing and Furniture Depot
- Household Formation and Support
- Migrant and Refugee Support
- Overseas Partnership and Development
- School Support Program
- Social Justice Advocacy
- Vinnies Retail Centres
- Vinnies Youth Programs
- Mental Health Support Services
- Homelessness Support Services



Food Vans



Vinnies Shops



Vinnies Youth programs



Social justice advocacy



Starting a Youth & Young Adult Conference

The actions of a conference generally involve a three step process*:

See

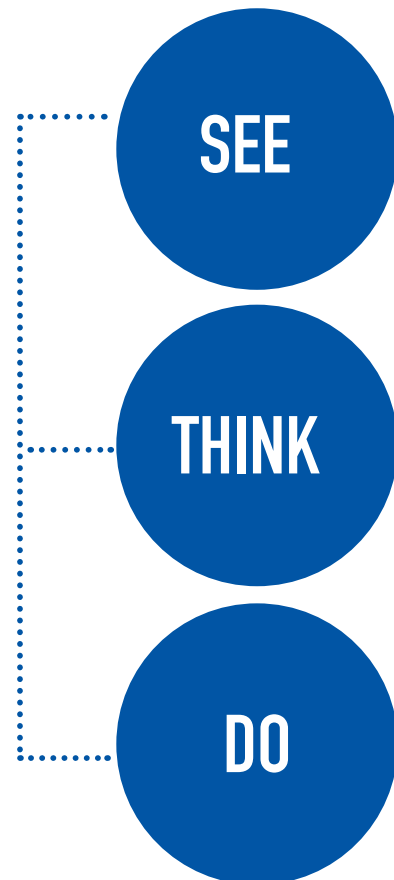
Make your conference aware of a social injustice.

Think

Reflect on what can be done about this issue.

Do

Put your faith into action by helping people experiencing this injustice.



**Joseph Cardijn was the founder of Young Christian Workers. He developed the "See Judge Act" method during his work with the YCW movement.*

The "See Think Do" method outlined above has been derived from the "See Judge Act" method and we would like to acknowledge that the idea was based on Cardijn's method.

Step 1: See

To provide a '**hand up**' to those in need requires us to become aware of issues of social injustice. It is true that we cannot influence what we cannot see!

Here are some simple steps to kick start your Conference

- 1 Learn about social injustices in your community. A good place to start is to visit our website at **www.vinnies.org.au** and go to **Our Impact**
- 2 Another great idea is to research specific issues that spark your interest such as **homelessness, domestic violence, poverty, the stolen generation** or **housing affordability**.
- 3 Talk to your friends about what inspires them to **make a difference** and **share stories** you have witnessed or heard.
- 4 Make a list of all the people interested in your **conference**.
- 5 If you want to start your group at your university, the uni will likely have rules about forming a 'club'. Find out what's required. If you want to start a group at your parish, talk to the Parish Priest and find out if there are other Vinnies Conferences you could work alongside.
- 6 Contact your local **Vinnies Youth staff member** by finding their contact details at youthnsw.vinnies.org.au. They will be able to support you and your peers in setting up your conference.
- 7 With help from your Vinnies staff member and (if applicable) the Parish Priest, set up a meeting with all relevant parties to talk about your ideas, budget, where you intend to meet, and how you'll connect with the wider Vinnies membership.



Step 2: Think

This is an opportunity for your Conference to come together once a fortnight to **‘think’** about the social injustices in the world and how they might be alleviated.

Through spiritual reflection, engaging discussions, prayer and debate, you and your peers can reflect on how to help people facing hardships by aspiring to live the gospel message of Christ.

You will also need to **‘think’** about how the Youth and Young Adult Conference will operate in order to achieve your Vinnies goals.

Think about...Setting up an electronic file for the Conference

As a guide, the file could have the following:

Agendas

The agenda is a plan for how each meeting is to run and what you will be discussing. It is a good idea to email the agenda before the meeting so members are aware of what will be discussed and can add any items that have been left out.

Minutes

The minutes are a record of the members attending, important points, ideas and actions each person has committed to during each meeting.

Contacts

This is a record of member contact details as well as the contact information for other people the group may work with, such as a Vinnies Youth staff member. Note - This does not replace the need for all members and volunteers to complete the formal application process.

Correspondence

This is where you keep all the emails received by the conference, so that there is a record when the leadership changes over in future years.

Activities

This section is where you keep all your ideas and information from the group's activities. It may include what activities you have run, what happened, any problems and changes that need to be made before the next activity.

Reporting & Media

This section is where you can store information about your Conference such as stories, reports, photos or media about past events.

Reflection

The reflection section is where you can keep your prayers or spiritual readings. It may include Bible readings, song lyrics, poems, stories – anything that conference members collect which offers inspiration.

Accounts

Keep track of all your collections and donations in this section.

Miscellaneous

For all those extra bits that do not have a home.

This electronic file is the best way to stay organised and can easily be shared by **Dropbox, email or other file sharing platforms.**

Here's an example of some agenda items you might prepare for your first meeting.

Vinnies Conference Agenda

Conference:	St Mary's Conference
Meeting date:	5 February 2021
Agenda item 1:	
	<ul style="list-style-type: none"> • Welcome and introductions or get to know you games
Agenda item 2:	
	<ul style="list-style-type: none"> • Introduction to the St Vincent de Paul Society and what it means to be a Vinnies Youth & Young Adult Conference.
Agenda item 3:	
	<ul style="list-style-type: none"> • Office Bearer job descriptions and election of Office Bearers.
General business:	
	<ul style="list-style-type: none"> • Thank you to everyone for coming. • Photo of Vinnies members at first meeting.
Past action items:	
	N/A
Office Bearer's reports:	
	N/A

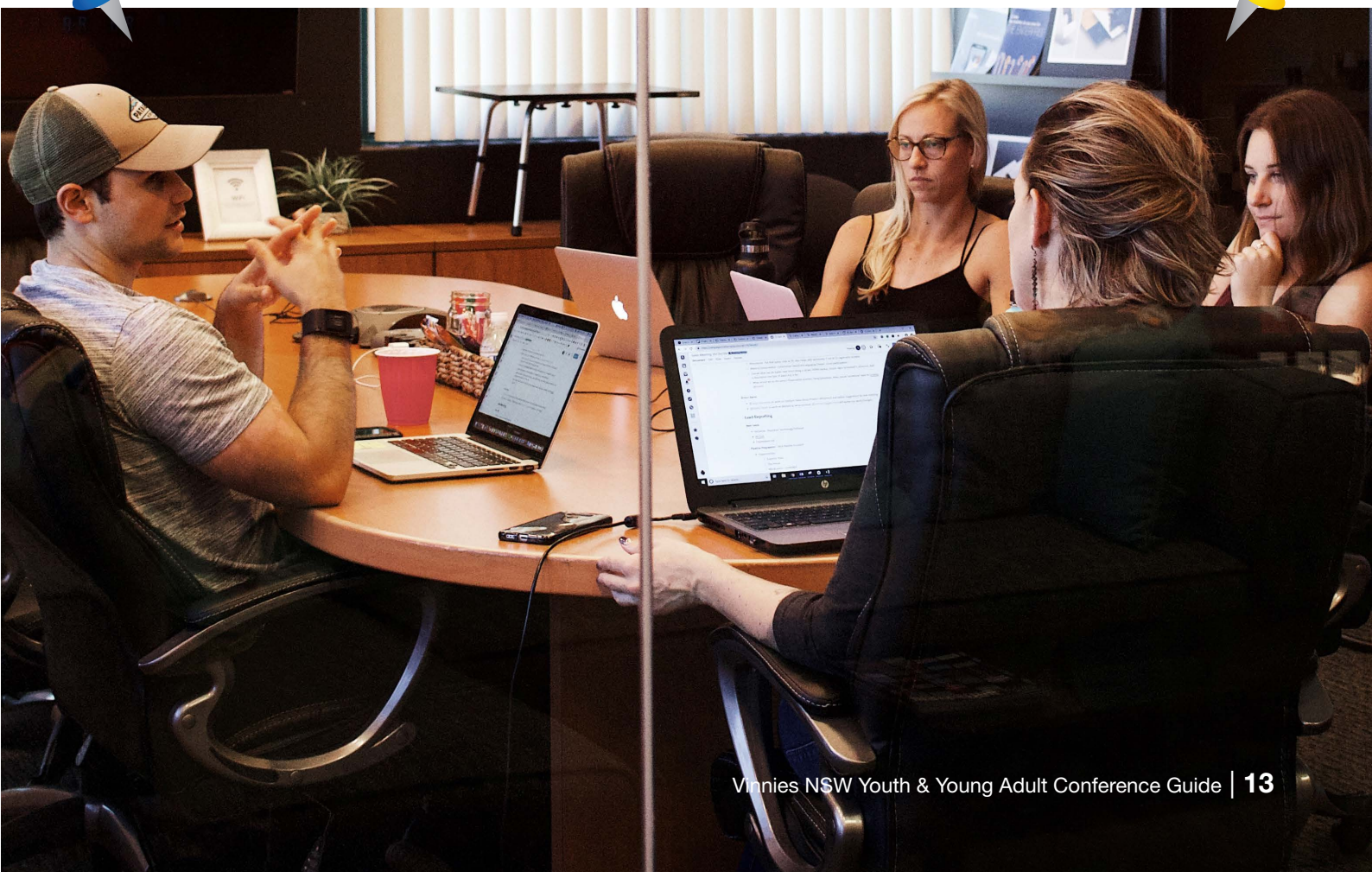


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Think about...

Organising the first meeting

- Arrange a time, date and room for your meeting. Try to avoid changing this once the conference is set up to ensure continuity.
- Invite the Vinnies Youth staff member to attend if you would like the support.
- Advertise the details throughout your community, parish and/or university and TAFE. Consider what social media pages your targeted membership might use, and advertise there.
- Plan the agenda of the first meeting. You can find a template at: youthnsw.vinnies.org.au/agendatemplate. Make sure you have an opening prayer and reflection ready and a clear list of agenda items.
- Give copies of the office bearers' role descriptions to interested members to read through before the meeting.



Think about...

Running the meeting

- Start the meeting on time.
 - Say the opening prayer together.
 - Take a moment to go through the reflection as a group.
 - In the first couple of meetings you may choose to play 'get to know you' games (icebreakers). You can also choose to run icebreakers when you have new members join the conference.
 - Take an attendance of all conference members and record in the minutes. You can find a template at: youthnsw.vinnies.org.au/minutes-template.
 - Type up the minutes as the meeting progresses to save time. This task is usually assigned to the Secretary.
 - Have a positive attitude and be respectful of other members' contributions.
 - Stick to the agenda, talk through each agenda item as they come up. This will help the conference stay on track within the allocated meeting time.
 - You can decide to keep record of actions on an Action sheet, or at the end of the minutes. It's a good idea to track progress and timing of actions to ensure your activities are organised smoothly, and everyone knows who's doing what. You can find an Action template at youthnsw.vinnies.org.au/action-template
 - If necessary, decide on new action items and add them to the action sheet.
 - Provide time for questions or new ideas but save chit-chat until after the meeting.
 - Say the closing prayer together.
 - Close meeting. Once the meeting has finished the minutes will be finalised and sent to all the members to confirm who attended, what was covered and any new ideas or questions raised.
- As time is limited, keep your meetings short and sharp but remember to still have fun!

Prayer for the Society spirit

Lord Jesus, we share in the faith and courage of our founders, especially Blessed Frederic Ozanam, Blessed Rosalie Rendu, Gerald Ward and Charles O'Neill. May their spirit be renewed in the Society of today. May we be open to the needs of those suffering poverty and injustice, remaining receptive to the grace of the Holy Spirit. We pray that we build a sense of community wherever our members are gathered.

Closing Prayer

Lord we pray that we may always be aware of our friends in need and that we approach them with respect and compassion, always recognising their dignity. Please help them with their innermost needs as we do our best to walk alongside them. May we all become a living sign of Your love. We ask for Your help and guidance as we attempt to walk in the footsteps of Blessed Frederic Ozanam.

Vinnies Conference

Minutes

Minutes
See page 34

Meeting date:		17 March 2021
Meeting commenced at:		7.30pm
Present:		Sally, Justin, Fiona, Trent, Claire and Kate
Apologies		Jennifer
Opening prayers led by:		Fiona
Reflection:	Title	<i>Who will speak if you don't?</i>
	Author	Mauty Haugen
Agenda item 1:		
Easter egg raffle. Justin suggested a display in the Uni library with photos of past Vinnies Youth Buddies Days, to show people where the money was going to. All members supported this idea.		
Agenda item 2:		
Commissioning ceremony. Sally confirmed that the Regional President has invited the Conference to Mass for a special Commissioning Service on 20 May 2021. All saved date, and will consider social dinner afterward. More details to come.		
Agenda item 3:		
None		
General business:		
Fiona, Trent and Claire attended Buddies Day training at St Vincent de Paul Society head office on the weekend.		
Action items:		
Harry - baskets; Justin - contact Vinnies Youth for photos from Buddies Day, everyone - Invite friends or family to commissioning ceremony, especially others who might be interested in joining conference.		
Office Bearer's reports:		
Treasurer Trent - reported \$121 in account. Target for raffle is \$300. Secretary Claire - copy of Vinnies Youth newsletter in file.		
Closing prayer led by:		Sally
Next meeting date, time and location:		24 March, 12.55pm, Room 3
Meeting closed at:		8.24pm



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Think about...

Becoming an Office Bearer

Office bearers are members of the Conference who hold positions of leadership.

Taking on the role of an office bearer is a great way to develop life skills making a difference in your community. If you are a member of the conference and are willing to take on some responsibility, then you are eligible to be an Office Bearer.

You don't have to be a particular age to get involved. It is recommended that Office Bearers are rotated every year to provide other members the opportunity to give it their best in a new role. Office Bearers can also take the opportunity to mentor younger conference members so when the time comes they feel ready to step into an Office Bearer role continuing the good works of the conference into the future.

Office Bearers include:

President

The President is the leader of the conference and is responsible for its smooth running. The President should act like the captain of the team, encouraging all members to contribute to the best of their ability.

A good President:

- is passionate about social justice and the St Vincent de Paul Society
- creates a welcoming environment in the conference
- encourages unity in the group
- encourages participation by all
- makes sure the meetings are organised and interesting
- does NOT have all the answers, but draws on the strengths of all members
- keeps in touch with your Vinnies Youth staff member and the Regional Council President.

Duties:

- plans the agenda for each meeting with the secretary
- runs the meeting
- helps to resolve conference related issues or concerns
- organises activities to help members get to know each other (ice-breakers)
- follows up with members who have missed meetings
- delegates; encourage members to accept action items that are suited to their skills and talents
- sends a brief written report to the local St Vincent de Paul Society council or local Vinnies Youth staff member.

Vice President

The Vice President is supportive of the President and takes on the role of President if they are ever absent from the conference meeting.

A good Vice President:

- inspires others to join the conference
- supports the President in their duties
- is creative and generates new ideas
- inspires others to join the conference.

Duties:

- runs meetings when the President is unavailable
- recruits new members to the conference (see *page 26 for tips*)
- ensures the good works of the group are followed up and actions are carried out
- organises the visits of guest speakers
- makes guest speakers feel welcome and show appreciation for their support
- coordinates the advertising of conference activities
- organises training of members.

Secretary

The Secretary keeps the records of the conference and acts as an ambassador; communicating the good works with the wider community.

A good Secretary:

- is organised and efficient
- is a good writer
- is aware of upcoming events
- is able to remind the group of decisions and activities needing following up
- feels comfortable getting in touch with and talking to new members.

Duties:

- works with the President to plan the agenda for each meeting
- keeps minutes at each meeting (see *sample minutes on page 15*)
- makes sure the electronic Conference file is current and organised
- prints off the necessary documents from the conference file for each meeting
- sends the minutes to every member after the meeting
- writes letters on behalf of the conference and makes sure all members are aware of upcoming events
- keeps the contact details of all conference members up to date and sends a copy to the local Vinnies Youth staff member.



Treasurer

The Treasurer is responsible for all the money raised and distributed by the conference.

A good Treasurer:

- is trustworthy
- is good with numbers
- works closely with the Bailly.

Duties:

- develops a budget for events and monitors expenditures
- organises floats at fundraising activities
- updates the conference on the running balance of money during meetings
- banks or transfers donations collected or received by the conference to the appropriate Society account
- keeps an electronic record of all petty cash used.

“

Vincentians should never forget that giving love, talents and time is more important than giving money.

Nevertheless, the Society uses money and property to help relieve the suffering of those in need. The Society's funds must be handled with the utmost care, prudence and generosity. Money must not be hoarded.

The Rule, National Council of Australia, 7th edition, Canberra, 2012, page 22.

”



Recording monies

Vinnies Conference Recording monies

Date	Details	Credit	Debit	Balance
6 February 2021	Opening balance			\$0.00
2 March 2021	Dressed by Vinnies social night fundraiser	\$210.55		\$210.55
10 March 2021	Purchase of candles for conference meetings		\$2.00	\$198.55
5 May 2021	Vinnies fashion parade	\$55		\$253.55
1 June 2021	Sleepout food items		\$22	\$231.55
4 June 2021	Sleepout appeal money	\$420.20		\$651.75
28 June 2021	Hot drink ingredients		\$9.75	\$642.00
2 July 2021	Hot drinks after Mass	\$65.00		\$707.00
4 July 2021	Donation to winter appeal		\$600	\$107.00
10 October 2021	Christmas baskets		\$24	\$83.00
16 October 2021	Anti-Poverty Week collection	\$72		\$155.00
23 October 2021	Buddies Day donation		\$100	\$55.00
5 November 2021	Christmas Appeal collection	\$424.00		\$479.00
10 November 2021	Christmas Appeal donation		\$450.00	\$29.00
Total		\$1246.75	\$1217.75	\$29.00



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All Members

If you are not an Office Bearer, you still play an important role in doing 'good works' in your Youth and Young Adult Conference.

All members share the following duties:

- raise awareness about social injustices with the conference
- suggest activities that will make a difference in your community
- take turns to choose a reflection for each meeting
- spread the word about the conference, and encourage interested people to attend a meeting
- recruit new members to the conference.

Bailly

Today we call the mentor who assists a Youth & Young Adult conference of the St Vincent de Paul Society the Bailly, in recognition of the wisdom and guidance they bring to the conference.

It is highly beneficial to find a Bailly for the conference if you can. The role could be undertaken by a member of another Conference, your local Vinnies Youth Rep, or the local Parish Priest or Youth group leader. The Bailly does not have to be an active Vinnies member themselves, so long as they are highly familiar with the St Vincent de Paul Society, and are committed also to living out their faith in action.

A good Bailly:

- offers advice to the conference members
- does not run the meetings or events, rather empowers and supports the members
- has knowledge of/interest in social justice
- is passionate about the conference
- listens well
- maintains a positive working relationship with Vinnies youth staff and other conferences.



Emmanuel Bailly was the mentor of the first conference of the St Vincent de Paul Society.
When establishing the Society, Frederic sought advice and guidance from Bailly as the more senior and experienced member in the conference.

Duties:

- encourages the spiritual formation of the conference members
- attends meetings as an observer
- offers advice when called upon
- assists the President with resolving issues or concerns if required
- builds and maintains a relationship with the Vinnies Youth staff member or local conference
- assists members with choosing and focusing on one activity at a time, which incorporates the social, service and spiritual aspects of the conference.

Spiritual Advisor

The Spiritual Advisor is someone who has experience in leading groups in spiritual reflections. This is usually the Bailly but can also be a member appointment.

A good Spiritual Advisor:

- encourages members to have engaging spiritual reflections at every meeting
- supports members in the development of their faith
- teaches others about the Vincentian spirituality and is willing to learn more about it themselves
- networks with other Spiritual Advisors and shares resources.

Commissioning Ceremony

A good way to launch your youth and young adult Conference is with a commissioning ceremony.

At a commissioning ceremony, new members (including new Office Bearers) are officially inducted into your conference. Members may wish to write a pledge for what they hope to achieve and read it to the group. At the ceremony, it is recommended that someone speak about the St Vincent de Paul Society mission and vision, and congratulate the members for getting involved.

The purpose of a commissioning ceremony is that it is a public acknowledgement for the people involved in your conference and a 'sending forth' of the members of the conference to help others.

You may have a commissioning ceremony at the start of each year, to welcome members who have joined the conference and to launch the group's activities for another year.

Your commissioning ceremony may take place at a parish Mass (if the conference is near a parish), at a special Regional Vinnies gathering or simply in a special venue (large enough to invite a few guests) at your normal meeting time. Consider what is most meaningful for your group.



Step 3: Do

This is your opportunity to put the **‘Seeing’** and **‘Thinking’** into action. **‘Doing’** means undertaking a project that will make a difference in the lives of people who are facing challenging times.

In this way, you are following the vision of the St Vincent de Paul Society by providing a **‘hand up’** to people in need, while encouraging them to take control of their own lives.

Ask yourself, and discuss with your conference: “Where is there a need in my community?”

It is likely you and your fellow members already had some ideas that were the reason they joined the conference in the first place. Now is the time to get into the detail of how you as a group can address those injustices. Come up with some ideas, and then do your research.

Your Regional Council President or Youth staff member will know what is already happening in the area and advise how you can work in with what other Vincentians or services are doing.

Also think about finding out information from your local:

- St Vincent de Paul Society conferences
- Parish
- Mental health and homelessness services
- Vinnies Shops
- Vinnies services
- Government
- Special education schools
- Nursing Homes
- Hospitals
- Primary school Principals

Once you’ve completed your research, take it back to the conference and refine your ideas.

Choose the best idea that:

- is achievable given the number of members and the capabilities of each member;
- suits the talents, skills and resources of your group the best;
- will make a positive difference in your community and
- has a realistic timeline.

Remember to keep your Youth staff member and Regional Conference President in the loop with what the conference plans to achieve.



“

Let us do whatever good lies at our hands.

Blessed Frederic Ozanam
Founder of St Vincent de Paul Society

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Fundraising

Although providing support for people experiencing hardships through 'good works' is one of the primary focuses of your conference, there will be times when you may need to raise money to cover the cost of your service or event. For example, Youth Programs often require fundraising to cover the cost of the day.

As with any fundraiser, it is important to let people know where the funds will be going (eg. supporting children in need, providing material support to struggling families in the local area, or feeding people who are without a home). People are more likely to support a fundraiser if they know exactly who they will be helping by making a donation. This helps you raise awareness for a social justice topic while you are raising funds for a good cause.

An important note to remember; if you are fundraising under the name and banner of Vinnies, all funds raised should go towards St Vincent de Paul Society projects.

Ideas for your Youth and Young Adult Conference

- ☒ Hold a social justice forum at your campus or church.
Let your community know about social justice topics and educate them on why they are unjust.
- ☒ Hold a trivia night at your parish, university or TAFE.
- ☒ Set up donation points during winter and Christmas to collect much needed clothing for people who are homeless.
- ☒ Hold a Vinnies Sleepout during winter.
These are a great way to get a 'snap shot' of what it is like to be homeless for a night while participating in some fun, educational activities.
- ☒ Hold a Christmas Appeal to donate food hampers during the festive season.
- ☒ Partner with your old high school to collect items like pencil cases, pens, pencils, books and back packs for children in your community who may need a hand up.
- ☒ Plan visits to a detention centre, or setup a homework help program at a juvenile justice centre.
- ☒ Set up 'home visitation' to nursing homes.
- ☒ Organise a week dedicated to a specific cause with something happening each day.
Have a 'Refugee Week' with guest speaker on the Monday, a fundraiser on the Tuesday, an art show on the Wednesday.

8 Steps to a Successful Event!

1. Event proposal

Write a proposal for the fundraising event. It should include what the event aims to achieve, suggested locations, suggested times and dates that fit in with the university (if applicable) calendar and a timetable.

Make sure when planning you consider potential obstacles that may arise and have a backup plan. For example, if you are planning an outdoor event, have you considered a wet weather plan?

2. Get permission

This will depend on the size of the event, but it's always best to ask. If you are holding a University or Parish-based event, talk to a representative of the University or the Parish Priest (respectively). Also talk to the Youth Staff member and/or Regional Council President who can advise if other permissions need to be sought.

3. Confirm details

Confirm the date and time of the event.

Write down everything that needs to be organised before the day and assign tasks to a specific person with a date for the task to be completed by. The action sheet template (youthnsw.vinnies.org.au/actiontemplate) may be useful.

4. Contact a Vinnies Youth staff member

If you haven't already, let your Youth staff member know of your plans. There are likely ways that they can support you to make your event a greater success.

5. Advertise

Advertise the event through social media posts, promo videos, and anywhere you can get some limelight. If you make it clear what the event is for, it is more likely to be a success. Be careful when advertising publicly on social media. Make sure you advertise to your targeted audience.

6. Assign tasks during event

Write down everything that needs to be done *on the day* and assign a specific person to each task based on their strengths, passions and abilities. Sharing the workload will help the event run smoothly and stress free.

Remember to delegate the task of taking photos and obtaining signed media consent!

7. Keep records

Keep records of all the details of your event on your electronic file so that future members can use your great ideas.

8. After the event

After the event, organise a meeting to discuss how it went. Look at what went well, what you would do differently next time and how the event made you feel.





Recruitment

Recruitment is finding new people to join your conference. Recruitment is important as it ensures that your group will continue to be successful, have fresh ideas and enough members to function once older members leave.

Consider having experienced members mentor new and younger members to create conference leaders for the future. A mix of young people from 16 through to 35 years is ideal to ensure the continuity of your conference.

Make it...Personal

How to recruit a new member

Ask people directly to join your conference, everyone likes a chat and a personal invitation!

Target people who you think would make a valuable contribution to the conference. If someone is speaking to you about wanting to make a difference in the world, challenge them to put this passion into action by joining the conference.

You could also make invites and hand them out to potential candidates, inviting them to attend the next Vinnies meeting to see what it's like. Note - New recruits can attend conference meetings so long as any confidential information (such as client information) is not discussed until they have left the meeting.

Make it...Public

Shout out about Vinnies throughout your University, TAFE, parish and community. Make sure everyone knows when and where Vinnies meetings are held. Every

time you do an event or a Vinnies activity, advertise it through every way possible (your university, parish and old high school's website, noticeboard, social media page and newsletter are all places your new recruits might be watching.)

Make it...Friendly

Welcome all members and visitors to your conference meetings. For new members, make sure to introduce them and especially welcome them. Take time from your meeting to explain what Vinnies is and what your conference does.

You could use ice breakers (games that aim to 'break the ice' and make people familiar with each other). You could even plan a meeting that is socialising for the whole time. Vinnies Conferences are a great way for young people of all ages to mix together.

This can be hard at first but it is a good idea to spend time making sure all feel comfortable together, especially for younger members who are still in, or just out of high school and might be feeling nervous around older university students.

“

**The Society is open to all those who seek to live their faith,
loving and committing themselves to their neighbour in need.**

The Rule, National Council of Australia, 7th edition, Canberra, 2012, article 3.1

”

Appreciation

Do not forget to thank everyone who has helped your Conference throughout the year; especially your Bailly. They have given many hours of their time. It is only fitting that you say a BIG thank you for their work. It is recommended that the President sets aside one of the conferences for an appreciation day in the second half of the year.

Ideas for showing your appreciation

- 1 Present the people who helped with thank you cards.
- 2 Give the Bailly flowers or a small gift.
- 3 Organise a social dinner, or weekend celebration for all conference members to reflect on the year and celebrate all the achievements of the conference.
- 4 Write a thank you to any specific groups that you partnered with, such as major donors and community leaders.
- 5 Share photos with the Bailly of previous Vinnies events they supported.

After big events use newsletters and social media pages to thank your community for their support and acknowledge key people who made the event possible. If you fundraised, you could also update your peers on how much you raised in total with their help.



Key dates

2022 dates for your Calendar

Feast days

7 February: Blessed Rosalie Rendu

9 May: Saint Louise de Marillac

9 September: Blessed Frederic Ozanam

27 September: Saint Vincent de Paul



Social Justice

13 February: Anniversary of the Apology to the Stolen Generations

8 March: International Women's Day

2 March - 14 April: Lent

4 - 14 April: Youth Week

26 May: National Sorry Day

27 May - 3 Jun: National Reconciliation Week

19 - 25 Jun: Refugee Week

3 - 10 July: NAIDOC Week

10 October: World Mental Health Day

TBC October: Anti-poverty week



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St Vincent de Paul Society
NSW
good works