



# Constitution of the Anglican Youth Fellowship

*Last Amended January 2011*

## **1. NAME**

The name of the organization is the Anglican Youth Fellowship, hereinafter called the A.Y.F. Its head office is located at Church House, 2 Caledonia Avenue, Kingston 5. All correspondence should be addressed C/o Education and Youth Department, Church House, Kingston 5. Telephone #920-2714 or 926-68925. Email: [youth@anglicandiocese.com](mailto:youth@anglicandiocese.com)

## **2. AIMS AND OBJECTIVES OF THE A.Y.F.**

- (a) To provide opportunity for young people to meet in fellowship and give creative expression to their faith in Christ.
- (b) To promote among its members a greater awareness of themselves and their faith, and of the cultural, social and political situations in which they live.
- (c) To help members develop an understanding of their role in the life of the Church (Body of Christ) and the Society.
- (d) To develop programs to meet the needs of its members in keeping with the demands of the Church and the aspiration of the nation.
- (e) To provide learning experiences in leadership skills
- (f) To stimulate young people to act together in response to



identified areas of need in the local Church and community.

- (g) To encourage co-operation with other youth organizations within the Church.
- (h) To lead members to a deeper commitment to Jesus Christ as Lord and Savior and to bring others to such a commitment.

### **3. MEMBERSHIP**

Membership is open to all young people who are prepared to pledge their acceptance of the aims of the A.Y.F. and to abide by the rules of the organization.

The recommended age is 12 yrs. - 25 yrs. Members of the clergy should meet with prospective members and approve their membership.

*The above age recommendation is only a recommendation and may differ from group to group as may best suit the developmental needs of that individual fellowship group or council as it relates to members of the AYF. However, persons holding Executive positions are to be within the recommended age of 12 - 25 years.*

### **4. ESTABLISHMENT OF GROUPS**

The A.Y.F. is a youth organization of the Anglican Church and therefore must be established with the approval of the Rector or Priest- in-charge of the cure or persons in-charge of the cure.

- ✧ Quarterly reports submitted to Rectors, priest in-charge or persons in-charge of cure.
- ✧ Establishment of new groups must be reported to Education and Youth Department

## 5. AFFILIATION

Each A.Y.F. must be formally affiliated to the National Youth Council. An affiliation fee is payable in January of the current A.Y.F. year to the National Council. The affiliation fee is to fixed annually at the AGM for the ensuing year.

*Only affiliated groups will be allowed to participate fully in the activities and events of the National Council. What it means to 'participate fully' is at the discretion of the Executive.*

## 6. ANNUAL GENERAL MEETING

An Annual General Meeting of the A.Y.F., shall be held on the last Friday and Saturday or Saturday in **January** of each year.

- ✘ Each AYF should be represented by two (2) members one of whom must be an executive member.
- ✘ Each Area Council should also be represented by two (2) members (one of whom must be the President).

The task of the AGM, shall be to review reports, elect an executive body and establish the priorities and programs for corporate action in the current year.

## 7. ADMINISTRATION OF THE A.Y.F.

The Anglican Youth Fellowships within the Diocese shall operate within the following structure:

- ✘ The National Council
- ✘ The Area Councils
- ✘ The local A.Y.F. Groups



## A. NATIONAL COUNCIL

The National Council will consist of an Executive body (elected at AGM), two delegates representing each Area Council in attendance at the Annual General Meeting in January, two delegates representing each A.Y.F. and the youth representatives to Synod. A list of the names and contact numbers of the newly elected executive shall be submitted to the Director, Presidents of each A.Y.F and Area Council following elections.

### NOMINATIONS TO NATIONAL COUNCIL

Regarding persons offering themselves for nominations, persons are to be vetted before the Annual General Meeting and information put out in some publication of the church so that everyone will be aware of who nominees are. This information must be submitted to the Education and Youth Department by the first week of November.

### FUNCTIONS OF THE NATIONAL COUNCIL

- ✧ To act as a link in the communication process between the Education and Youth Department and the Area Councils
- ✧ To facilitate programmes that will enhance the spiritual growth and development of affiliated AYFs' and Area Councils.
- ✧ To act as a supervisory body which monitors the programmes and activities of Area Councils and ensures their conformity to the aims and objectives of the Council.
- ✧ To encourage and facilitate unity and friendly rivalry among Councils through sports.



- ✘ To facilitate the re-activation of dormant Area Councils and to provide support during difficult periods.

## B. AREA COUNCILS

Area Councils will consist of an elected executive body and two delegates representing each AYF, along with the Deanery Representatives to Synod. A list of the names and contact numbers of the newly elected executives shall be submitted to the Director, the Presidents of each A.Y.F. following elections.

## FUNCTIONS OF THE AREA COUNCIL

- ✘ To act as a link in the communication process between the Education and Youth Department, the National Council and it's affiliated AYFs'.
- ✘ To facilitate programmes that will enhance the spiritual growth and development of affiliated AYFs'.
- ✘ To encourage unity and fellowship among the AYFs' within and outside their Deaneries.
- ✘ To assist with re-activating dormant AYF s' and to provide support during difficult periods.

## C. LOCAL AYF

An Executive position shall be held by a CONFIRMED ANGLICAN duly elected by his/hers peers.

## EXECUTIVE POSITIONS



- ⊗ PRESIDENT- he or she shall manage the general affairs and ensure that the aims and objectives of the fellowship are met. He/she shall submit quarterly reports and a copy of the annual calendar of events to Rectors and Area Council.
- ⊗ VICE PRESIDENT- shall assist the president and may be placed in charge of special projects.
- ⊗ SECRETARY - shall be responsible for preparing the minutes of the meetings and maintaining accurate records of the affairs of the A.Y.F. He/She shall also be responsible for the preparation of written communication (i.e. Letters, memos, invitations etc.)
- ⊗ TREASURER - shall be responsible for recording and reporting on the financial operations of the A.Y.F. and the planning of fundraising projects to finance A.Y.F., activities. The treasurer shall prepare quarterly reports on the fellowship's status.
- ⊗ PUBLIC RELATIONS OFFICER - shall be responsible for maintaining a strong communication link between the Rector, Area Councils, other Church Organization in the promotion of the plans, aims and objectives of the A.Y.F.
- ⊗ SPIRITUAL COORDINATOR - shall be responsible for planning programs that will enhance the spiritual growth and development of A.Y.F. members and to facilitate a greater awareness of the faith and role of the youth within the communion.
- ⊗ ASSISTANT SECRETARY/TREASURER - shall assist the



secretary and the treasurer with their duties and act on their behalf in their absence.

## **8. ELECTION OF MEMBERS TO THE EXECUTIVE**

Elections shall be held annually before or during the month of November for A.Y.F. 's and December for Area Councils. The names and addresses of new Executives shall be submitted to the Director, and Rectors, immediately after the election. No officer shall serve in the same position for more than two consecutive years.

## **9. FUNDS**

The funds of the National Council, the Area Councils and A.Y.F. s' shall be kept in a bank chosen by their respective Executives. The Executive shall have power to expend such funds at their disposal in such a manner as they deem fit and in accordance with the stated aims and objectives of the constitution. The account shall be kept in the name of the National Council, Area Council or A.Y.F. and not in the name of any individual.

The following shall be signatories of the respective accounts:

### **NATIONAL COUNCIL**

✧ The Director, and two executive members, one of whom must be the Treasurer

### **AREA COUNCIL**

✧ An executive member of the National Council and two executive members of the Area Council, one of whom must be the Treasurer.

### **AYF**

✧ The President, Treasurer, Rector or Youth Advisor/Coordinator.

## 10. BY-LAWS

- (a) Each A.Y.F has the option of making by-laws
- (b) By-laws should have approval of two-thirds membership of the group.
- (c) By-laws shall remain in force and be binding on all members until they are repealed by a resolution at a **GENERAL MEETING** of the A.Y.F.
- (d) The Executive of the A.Y.F. may from time to time make, alter or amend all such by-laws as they think expedient for the internal management of the A.Y.F.

## 11. PROGRAMS

The programs of the A.Y.F. shall be in keeping with the aims and objectives and all activities shall fall under the general categories of:

- + **WORSHIP** - This includes devotional exercises, bible studies, bible quizzes, sing-spiration, religious films, debates (etc. witnessing and sharing of faith)
- + **WORK** - Outreach programs done by the group for the church or the community, volunteering help to various organizations (e.g. J.A.M.A.L, CXC Classes. Old Age Homes)
- + **EDUCATION** - To include speakers, films, debates, skills training, playwriting, drama, dance, poetry writing and first aid training etc.
- + **RECREATION** - To include games, art & craft, cook outs, hikes, nature walks and shows.

The ideas and opinion of all members shall be sought prior to the





formulation of any program or activities and an attempt should be made to involve as many members as possible in the implementation of the program.

## **12. CHANGING THE CONSTITUTION**

No clause in the constitution may be altered or repealed and no new clause shall be made except by a two-thirds majority vote of the delegates present at the **ANNUAL GENERAL MEETING**. Notice of the intended changes must be sent to the secretary of each affiliated group least **one (1) month** before the AGM. This would allow for discussion at the local level so those delegates attending the AGM will have knowledge of the position taken on the issue by their local groups.

## **13. THE EDUCATION AND YOUTH BOARD**

The Education and Youth Board elected at Synod each year is vested by the Synod with the authority to promote Adult Education and Youth activities throughout the Diocese and thus becomes the official Diocesan Sponsoring body of the A.Y.F. and other groups within the Diocese. The President or Immediate Past President shall represent the council on the Board for a period not exceeding three years.

## **14. EDUCATION AND YOUTH DEPARTMENT - DIRECTOR OF YOUTH MINISTRY**

*The Education and Youth Department, and the Director for Youth Ministry in particular is the department / person the Diocese in its wisdom has charged with the responsibility of ensuring that the AYF remains true to the aims, objectives and ideals of its*



*inception, and further with the responsibility of ensuring that the AYF remains relevant in a constantly changing context and is able to respond to the needs of its members and those who have yet to attain membership.*

## **15. REPORT**

*A report of the activities of each AYF and Area Council and the National Council shall be submitted each year to the relevant authorities as outlined below:*

- i. AYF must submit reports to the Rector / Priest-in-Charge and Area Council by November 30 of each year*
- ii. Area Councils must submit reports to the Dean, Director for Youth Ministry and the National Council by December 30 of each year*
- iii. National Council Executive must submit reports to the Director for Youth Ministry two weeks before the AGM in January of each year.*

*Each Area Council and the National Council is responsible for ensuring that sufficient copies of their reports are available for members of the National Council in attendance at the AGM where these reports are to be presented.*

## ANGLICAN YOUTH FELLOWSHIP

**MOTTO:** FOR CHRIST AND HIS CHURCH

**PRAYER:** Teach us Good Lord,  
To serve thee as thou deservest,  
To fight and not heed the wound.  
To give and not count the cost.  
To toil and not seek for rest.  
To labor and not ask for any reward,  
Save that of knowing that we do thy will.

A M E N

**PLEDGE:** Trusting the Lord Jesus Christ for  
strength,  
I promise that I shall strive to be true to  
my duties,  
as an active member of the

\_\_\_\_\_ Branch of the

Anglican Youth Fellowship. I will pray and endeavor to read my Bible daily and support my own church in every way, especially by attending the Sunday Services of the Church and as far as possible the meetings of the fellowship, unless prevented by some reason which I can conscientiously give to my Lord and Saviour. AMEN