

Y'S
MEN
INTERNATIONAL



ABC of Y's Men International

This manual was first produced in English in 1989. It contains basic information about the International Association of Y's Men's Clubs (Y's Men International): its aims, functions, organisation and terminology. Substantial additions and revisions were made in 2007. Subsequent revisions were made in 2010 and in 2015.

ABC OF Y'S MEN INTERNATIONAL

- **ACTIVE**

Y's Men's Clubs* have only one category of members — active members — so attendance at club meetings should be high (on average 80 per cent) and every member should be actively engaged in club work: on the Board of Directors, on various sub-committees of the club, in specific service projects, etc. In special circumstances the Board of Directors may grant a member leave of absence for a period not exceeding half a year.

- **ADMINISTRATIVE OFFICERS**

The International President, International President Elect, Immediate Past International President, International Treasurer and the nine Area Presidents are the Administrative Officers who shall promote the Purpose and Objectives of Y's Men International as contained in the Constitution and Policy Guidelines, as well as specific decisions taken by the International Council.

- **AFRICA (AFR)**

One of the nine Areas, consisting of two Regions: Africa Northwest and Africa Southeast.

- **ALEXANDER, PAUL WILLIAM**

Judge in Toledo, Ohio, USA and founder of our movement. In 1920 he co-founded the TOLYMCA Club, affiliated with the Toledo YMCA, which served as a model for a number of later clubs affiliated to the YMCA. In 1922 Alexander founded the International Association of Y's Men's Clubs, of which he was an Honorary Member until he died in 1967. He wrote several of our songs, including the Y's Men's Hymn ***Once More We Stand*** and ***Y's Men of All Nations***.

- **ALEXANDER SCHOLARSHIP FUND (ASF)**

This fund, sometimes referred to as PWASF (the title by which it was known up to 1982), was created in 1954. Its aim is to alleviate the desperate shortage of YMCA professionals throughout the world by (a) encouraging young people in the various countries to take on this responsibility and (b) making financial contributions towards their training.

- **ANNUAL GENERAL MEETING**

At the Annual General Meeting of the Y's Men's Club the Club President submits a report covering his/her term of office, the Treasurer presents the audited accounts for the Club's approval and there is usually general discussion of the Club's state of affairs.

- **ARCHIVES**

The International archives are at the Library of the University of Minnesota where they were transferred in 1985 as part of the archives of the YMCA of the USA. The material is professionally filed and catalogued on the instructions of our International Historian who also has access to the archives for research as needed.

* Note: Since 1995 affiliated local clubs can call themselves Y's Men's Clubs, Y's Men and Women's Clubs or Y Service Clubs. Whenever "Y's Men's Club" is mentioned in this manual it refers to an affiliated local club which can have any of the three names mentioned above.

Members of affiliated local clubs are known as Y's Men or Y's Women. Whenever "Y's Man" is mentioned in this manual it refers to a member of an affiliated local club, regardless of the sex of the member.

- **AREA**

An administrative term. For administrative purposes the world is divided into nine geographical Areas: Africa, Asia, Canada/Caribbean, Europe, India, Korea, Latin America, South Pacific and USA.

The highest administrative leader within an Area is the Area President. He/she is elected by mail ballot and is a member of the International Council.

- **AREA CONVENTION**

The highest authority of an Area (with power to decide on its internal matters), held biennially in most Areas in the year between International Conventions.

- **AREA PRESIDENT (formerly INTERNATIONAL VICE PRESIDENT)**

The representative of Y's Men International in the respective Area and the representative of the Area to Y's Men International. The Area President performs both a legislative and an administrative function at International level and is the coordinator of the Regional activities in the Area.

- **ASIA (ASI)**

One of the nine Areas of our movement, consisting of the following six Regions: Japan East, Japan West, the Philippines, Southeast Asia, Sri Lanka and Taiwan.

- **ATTENDANCE**

Attendance at club and committee meetings is compulsory in many clubs. Absence from three consecutive meetings without notification to the Board of Directors results in loss of membership. However, special circumstances — which should be discussed with the Club President — may justify continued membership. These rules necessitate the keeping of attendance records.

- **AWARDS**

Our movement has adopted the practice of giving awards for various services — in our case services rendered by individual members or clubs. The main awards are:

- Harry M. Ballantyne Award** — given to an individual for great and distinguished service to International Y'sdom.
- Elmer Crowe Award** — a plaque given to a limited number of District Governors for great and distinguished service in their Districts.
- Dick Nichols Award** — for BF work — a banner given to the Region with the largest increase in total points over the year. The Region keeps the banner for a year and each club receives a banner patch.
- Director's Award** — for BF work — given to the Region with the highest average number of points per club. Each club receives a banner patch.
- Ernie Bell Award** — for BF work — a banner patch given to the ten clubs with the most stamp points (stamps only).
- Top Ten Award** — for BF work — a banner patch given to the ten clubs with the highest number of BF points (stamps and/or cash).
- Alf Reynolds Awards** — for BF work — banner patches given to clubs reaching certain levels of points in BF work.

- **BOARD OF DIRECTORS**

A Y's Men's Club is led by a Board of Directors consisting of at least four members: the President, Vice President (or President Elect), Treasurer and Secretary. To meet local needs the number of members may be enlarged.

The Board is elected for one year. One member of the previous year's Board should continue to serve on the present Board in order to ensure continuity. Re-election to the same post should be avoided, but for instance the previous year's Vice President or Secretary might be elected President for the present year. In principle nobody should serve for more than two years.

The election should be held in March, although the new Board only takes over on 1 July. This delay is to enable various administrative bodies to be informed of the new Board well before the start of the working year and to give new members of a Board ample time to prepare themselves for their task. To this end the District Governor usually runs a programme of training for new Boards in the April–June period.

- **BROTHER CLUBS (See INTERNATIONAL BROTHER CLUBS - IBC)**
- **BROTHERHOOD FUND (BF)**

The abbreviation BF is often used for both the Fund and the work carried out in connection with it. The BF began in 1931 as the Bishop's Fund and for many years its proceeds were used to promote our movement outside North America and to enable Y's Men from other areas of the world to attend International Conventions, always held in the USA or Canada in those days. In 1968 the name was changed to Brotherhood Fund and a certain change took place in the ideas behind the fund. As the name suggests, its purpose is to strengthen the fellowship of Y's Men throughout the world, by enabling Y's Men to attend International, Area and Regional Conventions and to visit distant Regions.

BF resources are raised by local clubs, through the collection and sale of used postage stamps and through cash donations. The disbursement of BF resources is handled by the BF Expenditures Committee.

- **CANADA/CARIBBEAN (CAC)**

One of the nine Areas, consisting of the Caribbean countries and three Regions in Canada : Central Canada, Maritimes and Western Canada.

- **CHARTER**

When a club is admitted to the International fellowship, it receives a charter: a solemn, signed statement that the club is recognised as belonging to our international movement. Before a club can be chartered it *must* have at least fifteen members and it is recommended that it have at least twenty members. Furthermore:

- (a) the club must draw up a constitution and set of by-laws which are in agreement with those on the International and Regional levels;
- (b) the members of the club must be aware of what membership of a Y's Men's Club involves and be prepared to meet their obligations;
- (c) the club must pay its charter fee.

If a club no longer satisfies the requirements of a Y's Men's Club, it must return the charter to the Regional Director, who is authorised to revoke it any time he/she finds it necessary.

- **CHARTER APPLICATION**

Charter applications must be submitted to the Regional Director at least six weeks before the date of the charter celebrations, on a special form signed by all Charter Members. A copy of the club's constitution and by-laws, a typed list of name, address and year of birth of members, the name of the sponsor club and the "Charter Date" (the date the charter is handed to the new club) must also be submitted.

- **CHARTER FEE**

The fee which a club must pay before it receives its charter (as of 2015, CHF 200).

- **CHRISTIAN EMPHASIS (CE)**

The founding principle upon which Y's Men International is built. Its primary focus is to promote our Statement of Purpose, "based on the teachings of Jesus Christ": that Club members acknowledge what Jesus has taught, and that the acceptance of those teachings leads Club members to be prepared to put His words into action. They become guidelines for Club members' decision making, for their mode of operation as Clubs and as an International Association and for the way of life of Club members as individuals.

- **CLUB**

The local Y's Men's Club is the foundation of our entire movement because it is through the local clubs that the ideas of Y'sdom are put into practice. It is they who elect the various administrative leaders, from the International President through to District Governors. Clubs are autonomous units, their autonomy being limited only by their common agreement to abide by Regional and International Constitutions, on which, moreover, they themselves have a contributory influence. Since 1995 affiliated local clubs can call themselves Y's Men's Clubs, Y's Men and Women's Clubs or Y Service Clubs. Whenever "Y's Men's Club" is mentioned in this manual it refers to an affiliated local club which can have any of these three names.

- **CLUB BULLETIN**

Many clubs find a club bulletin useful for informing members of matters for which there is no time at club meetings and as a medium for ideas, e.g., for future projects. Its importance as a link between the members of a club cannot be overestimated and it may also serve as a source of information for other clubs and leaders.

- **COMMITTEES**

The different service tasks are usually entrusted to committees in order to give responsibility to as many club members as possible and to work more efficiently. Each club finds the arrangement best suited to it.

- **COMMITTEES WITH SPECIFIED MEMBERSHIP**

These are set up and approved by the International Council as required by the Constitution, and as circumstances dictate, to assist and advise the International Council on specific issues. Major Standing Committees are: Personnel Committee, Nominating Committee, Finance Committee, Constitutional Review Committee and International Convention Committee.

- **COMMUNITY SERVICE (CS)**

The active involvement of clubs in Community Service – directly, or through the YMCA and/or, similar organisations – accomplishing Y's Men's Purpose and Mission, while, at the same time, transmitting Y's Men's Image and Identity to the community at large.

- **CONSTITUTION**

Before a Y's Men's Club can be chartered, the club must adopt a constitution and set of by-laws which are in agreement with the Regional, Area and International Constitutions. To help clubs draw up a local constitution, a **Model Constitution for Local Club** and **Model By-Laws for Local Club** have been produced which may be supplemented in order to meet particular local needs. The International Constitution, which lays down the fundamental principles of our movement, was radically revised and updated in 1972 - 73 and came into effect in 1974.

- **CONVENTION**

See **AREA CONVENTION** and **INTERNATIONAL CONVENTION**.

- **DISTRICT**

A geographical subdivision of a Region, consisting of two or more clubs. The size and number of Districts are decided by the Regional Board.

- **DISTRICT GOVERNOR (DG)**

The head of a District, elected by the Clubs in the District. The DG's functions are:

- through visits to the clubs of the District, to see that the work of each club is carried out in accordance with the constitution and that Regional and International obligations are met;
- through personal contact with club members and officers, to serve as a guide and instructor for the general welfare of the club;
- in cooperation with the Immediate Past DG and other Service Directors, to explore the possibility of starting new clubs wherever the need and possibility exist;
- to prepare and preside at the District Conference and meetings of the District Council;
- to plan and lead the training of club officers in the District;
- to represent the clubs of the District at meetings of the Regional Council;
- to keep the Regional Board informed about work in the District.

- **ECUMENICAL**

The word comes from the Greek "oikumene" which means "the whole inhabited world." The Christian basis of Y's Men International and at the same time its openness to persons of all faiths are expressed in the first part of Article II, Section I of the International Constitution which reads: "The International Association of Y's Men's Clubs is a worldwide fellowship of persons of all faiths working together in mutual respect and affection, based on the teachings of Jesus Christ"

- **ELECT**

Most administrative officers are elected one year prior to taking charge and during this period they are termed "Elect," e.g., President Elect, Regional Director Elect.

- **EMC**

The abbreviation for Extension and Membership–Conservation, an international service branch aimed at making our movement known and supporting existing clubs in their work. This work is often split into two: Extension — starting new clubs; and Membership–Conservation — where "Membership" stands for recruiting new members into existing clubs and "Conservation" stands for retaining "old" members in existing clubs.

- **ENDOWMENT FUND (EF)**

This fund, created in 1959, aims to develop Y'sdom in the Areas by raising funds from individuals, clubs and conventions for training, special projects and emergencies. It has five trustees who are jointly responsible with the International Council for the investment and management of the fund, of which only the interest is disbursed.

- **EUROPE (EURI)**

One of the nine Areas, consisting of the following Regions: Central–Southern Europe, Denmark, Finland/Balticum, Norway, Russia and Sweden.

- **EXTENSION (E)**

The technical term for work aimed at starting new clubs. In many Districts the DG or Immediate Past DG is responsible for this service. All clubs should have an Extension Committee responsible for exploring possibilities of starting new clubs in the neighbourhood. Where successful the committee should advise, assist and keep in close touch with the new club, not only until it receives its charter but also in the following year. Special brochures for extension purposes provide information for the members of the new club.

- **FAMILY MEMBERSHIP***

Where more than one person from the same family are members of the same Club: husband & wife; parent(s) & child(ren). The primary aims of Family Membership are to promote the family as an important unit in our society, and to facilitate increasing involvement of Youth in our Movement. A reduced fee structure applies.

- **FORWARD PLAN**

As an organisation with a stated Purpose, Y's Men International has constantly looked to the future and developed long range action plans to achieve specified goals. These Plans have been implemented under various titles since the first Long Rang Planning Committee was appointed in 1963.

The current ***Forward Plan, Strategic Directions*** include vision, strategies and an overall plan incorporating Relationship with the YMCA, Membership Growth, Development in New and Economically Less-Developed Countries, Leadership Training and Organisation Development, Youth Involvement and Community Service.

International Service Directors (ISDs) are appointed for a three-year period to take responsibility for each of these areas. ISDs attend workshops to evaluate progress and recommend future strategies for implementation.

- **HONORARY LIFE CLUB MEMBERSHIP**

Local Clubs may award life membership to nominated persons who are not members of Y's Men's Clubs. The Award consists of a Club Lifetime Pin, a Membership Card & Certificate, issued by International Headquarters and signed by the International President, The International Secretary General, The Area President and the Club President. Costs involved are paid to IHQ, and include a contribution to the Endowment Fund.

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- Note: The notion of family membership is no longer recognised as a distinct category of admission. International dues will be the same for all members, irrespective of age, family relation or Area as of 1 July 2016.

- **HONORARY MEMBER**

Honorary membership may be conferred by the International Secretary General, with the approval of the International President, on persons who have rendered outstanding service in the furtherance of the Y's Men International movement. It is an extremely rare honour. Our founder, Judge Alexander, was made an Honorary Member a few years before he died.

- **HONOUR ROLL (ENDOWMENT FUND)**

Established by the Trustees to honour those persons who contribute US \$1,000 or more to the Endowment Fund, either as a cash donation or as a legacy.

- **HOST CLUB**

The club responsible for practical arrangements for a conference or convention. The term may also be used for a club hosting a YEEP student or BF delegate.

- **HOST CONVENTION COMMITTEE (HCC)**

The local committee set up to arrange International, Area or Regional Conventions.

- **IDEALIST**

One of the key words in our movement. "To be a Y's Man is to be an idealist" is a phrase often used in inaugural speeches, induction ceremonies, etc. This idealism is defined as "selfless service."

- **INDIA**

One of the nine Areas, consisting of five Regions: Central, Mid West, South, South West and West India.

- **INDUCTION FEE**

A small fee payable in some Regions for a new member admitted to an existing club, to be regarded as parallel to the Charter Fee paid by the club when it was chartered.

- **INTERNATIONAL ASSOCIATION OF Y'S MEN'S CLUBS**

The official (corporate) name of our movement.

- **INTERNATIONAL BROTHER CLUBS (IBC)**

Two or more Y's Men's Clubs in different countries, which join in partnership for their mutual benefit, thus extending national boundaries and promoting international understanding and fellowship. Contact is maintained through letters, club bulletins, tapes, videos and visits. Many "triangular" relationships exist where three Y's Men's Clubs have joined in a Brother Club relationship. Sometimes two of these clubs are located nearby. There are also some "quadrangular" Brother Club relationships involving four clubs.

- **INTERNATIONAL CONVENTION**

The movement's international meeting, held biennially, with most Areas having Area Conventions in the intervening year. The International Council meets in conjunction with the Convention, which no longer has the power to make decisions. All Y's Men are welcome to attend the Convention, which is of great importance in strengthening our worldwide fellowship.

- **INTERNATIONAL COUNCIL**

The movement's legislative body, consisting of fifteen members, viz. the nine Area Presidents, two Young Members (see Young Members) and a certain number of regular members from each Area, the exact number depending on the total number of members in the Area and with no Area entitled to more than three seats (excluding any sitting Young Members). Members are elected for a period of two years maximum.

The International President, Past International President, International President Elect, International Treasurer, representative of Y's Menettes, International Youth Representative, World Alliance of YMCAs' Liaison to Y's Men (WAL), Y's Men's Liaison to the World Alliance of YMCAs (YL)^, the International Secretary General and sometimes the Brotherhood Fund Expenditures Committee Chairperson attend the meetings of the International Council, with voice but without vote. Additional information about the Council can be found in the International Constitution.

- **INTERNATIONAL DIRECTOR (ID)**

The term used for the International leader of Y's Menettes. Until 1974 it was the official term for the leader of a Region. The term now in use is Regional Director (RD).

- **INTERNATIONAL EXECUTIVE OFFICERS (IEOs)**

These comprise the International President (IP), the International President Elect (IPE), the Immediate Past International President (IPIP) and the International Treasurer (IT).

- **INTERNATIONAL HEADQUARTERS (IHQ)**

The term used for the International Office. In 1973 the Office was moved from Oak Brook, near Chicago, USA to the World Alliance of YMCAs Headquarters in Geneva, Switzerland. Since 1995 the IHQ has been located at the local Geneva YMCA: 9 avenue Sainte-Clotilde, CH 1205 Geneva, Switzerland.

- **INTERNATIONAL PRESIDENT (IP)**

The movement's highest administrative leader, elected for one year by mail ballot by the local clubs. The election is held a year before the term of office begins. During that year he/she is referred to as International President Elect (IPE) and in the year following the term of office as Immediate Past International President (IPIP).

- **INTERNATIONAL SECRETARY GENERAL (ISG)**

The only salaried full-time officer of our movement, whose office is in Geneva, Switzerland (**see INTERNATIONAL HEADQUARTERS**). The first International Secretary General, Henry Grimes, served from 1925 until his death in 1962. Gerald L. Heyl was then appointed and served until the reorganisation of the International Office. From 1974–1978 Ingvar Wallin of Sweden was International Secretary General. The post was filled by Björn Pedersen of Norway from 1979–1983 and again by Ingvar Wallin from 1984-2000. From 2001–2010 it was filled by Rolando Dalmás of Uruguay. As of September 2010 the position is held by Takao Nishimura of Japan.

- **INTERNATIONAL YOUTH CONVOCATION (IYC)**

An event specifically designed for young people aged 15-30 years. Since 1986, an International Youth Convocation has been held in conjunction with International Conventions.

- **INTERNATIONAL YOUTH REPRESENTATIVE (IYR)**

A Youth aged 18-27 years, elected at International Youth Convocations to serve a two-year term on the International Council, having voice, but no vote. As one of the leaders of world-wide Youth, the Representative elected is required to have a good knowledge of English and Y's Men International activities and is expected to have some International experience.

- **KOREA (KOR)**

One of the nine Areas, consisting of seven regions: Korea Bu Ul-Gyeong, Korea Center, Korea Chonbuk, Korea Daegu Gyeongbuk, Korea Jeju, Korea South and Korea West.

- **LATIN AMERICA (LAM)**

One of the nine Areas, consisting of two Regions: Brazil and Latin America.

- **LEADERSHIP (TRAINING) AND ORGANISATION DEVELOPMENT (L(T)OD)**

One of the important components of the Forward Plan, with the objectives of “ensuring availability and implementation of a common Leadership Skill Training Programme for all Leaders and achieving substantial improvement in members’ perception of Y’s Men International”.

- **LEGISLATIVE OFFICERS (SEE “INTERNATIONAL COUNCIL”)**

The legislative power of the Association resides with the International Council – the Legislative Officers being the fifteen elected Council members.

- **LIAISON WITH THE YMCA**

Since its foundation in 1922, Y’s Men International has worked in partnership with the world-wide YMCA at all levels. Our representative to the World Alliance Executive Committee is the YL (Y’s Men’s Liaison) and the YMCA’s representative to YMI is the WAL (World Alliance Liaison).

- **LIEUTENANT DIRECTOR (LtD)**

The term used for the administrative leader of a Section.

- **MEMBER-AT-LARGE**

A person residing where there is no Y’s Men’s Club and who wishes to retain membership of our movement. All members-at-large are encouraged to try and start a club in their new place of residence.

- **MEMBERSHIP**

Club membership may consist of men or women or both. No one will be denied membership status because of race, creed, colour or nationality. The conditions for membership of a local Y’s Men’s Club are set out in its constitution. The application form completed by the prospective member is submitted to the club’s Board of Directors. The induction takes the form of a simple ceremony at a club meeting, where the new member is reminded again of the idea and purpose of the club. The text for an induction ceremony is available in most Regions and at IHQ.

- **MEMBERSHIP DUES**

All Y’s Men pay membership dues, which cover all the expenses entailed in membership of a Y’s Men’s Club (i.e., expenses connected with the work at Club, District, Regional, Area and International level). Regional, Area and International dues are based on the number of members reported on 1 February and 1 August.

- **MEMBERSHIP LOGO**

Our logo includes a red triangle, the YMCA symbol of the harmonious development of mind, body and spirit, with the word “International” in the top bar to suggest that we are a worldwide fellowship. Within the triangle is a large blue “Y”. A gold star symbolising the star of Bethlehem radiates its light over this “Y”. Just as the star of Bethlehem guided the wise men from the East to Jesus Christ over two thousand years ago, so this star should guide us in our devoted service in the spirit of Jesus Christ.

- **MISSION STATEMENT**

“The International Association of Y’s Men’s Clubs is a world-wide fellowship of persons of all faiths working together in mutual respect and affection, and with a common loyalty to the YMCA, striving through active service to develop, encourage and provide leadership to build a better world for all mankind”.

- **MOTTO**

The motto of our movement is:

In English: To acknowledge the duty that accompanies every right

In French: Tout droit implique devoir

In German: Kein Recht ohne Pflicht

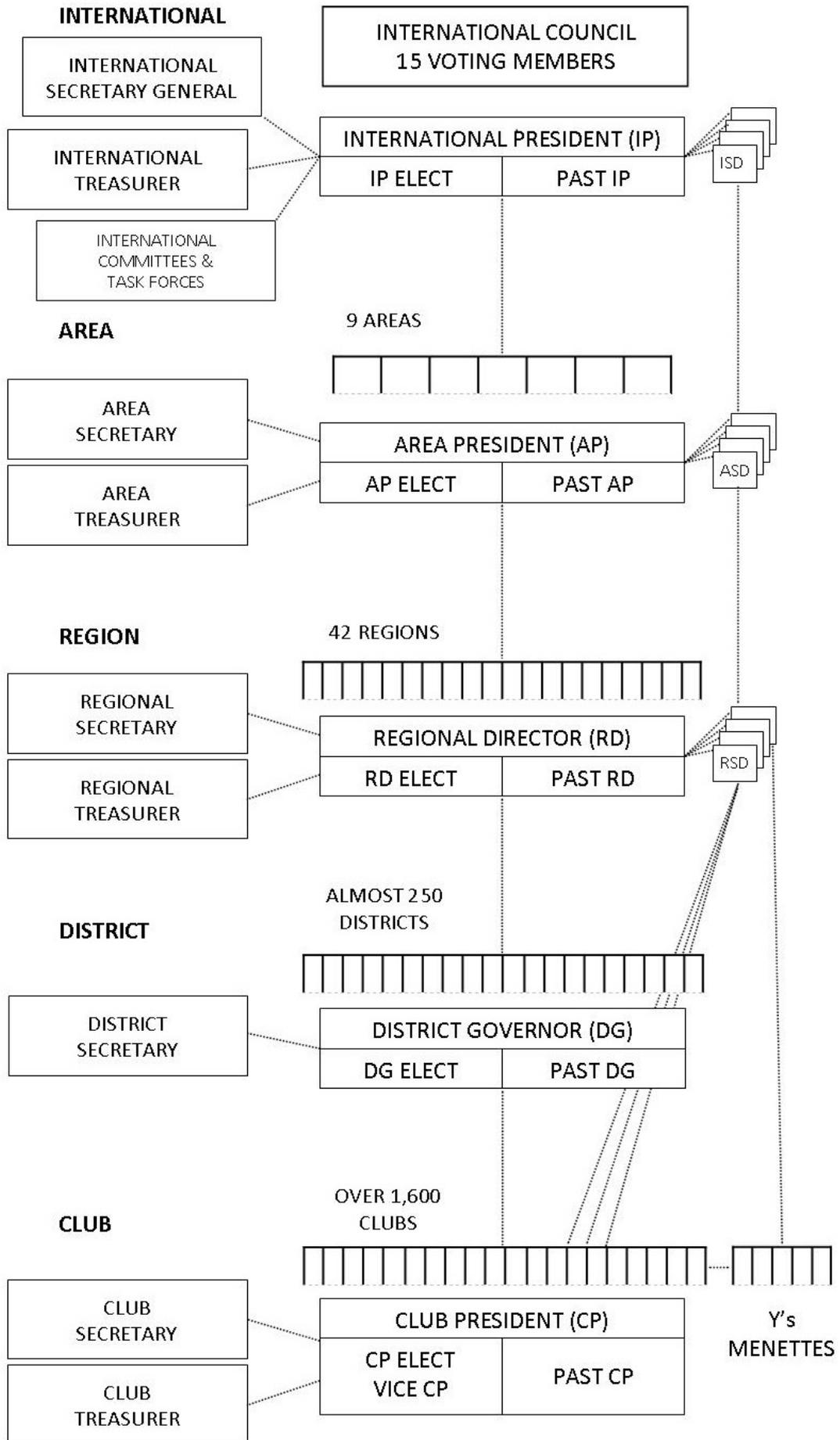
In Spanish: Todo derecho implica un deber

- **ORGANISATION**

The structure of our organisation is shown in the chart on page 11. The following abbreviations are used:

IP	International President
IPE and PIP	IP Elect and Past IP
IT	International Treasurer
ITE	International Treasurer Elect
ISG	International Secretary General
ISD	International Service Director
AP	Area President
APE and PAP	AP Elect and Past AP
AS	Area Secretary
AT	Area Treasurer
ASD	Area Service Director
RD	Regional Director
RDE and PRD	RD Elect and Past RD
RS	Regional Secretary
RT	Regional Treasurer
RSD	Regional Service Director
DG	District Governor
DGE and PDG	DG Elect and Past DG
DS	District Secretary
DT	District Treasurer
CP	Club President
CPE and PCP	CP Elect and Past CP
CS	Club Secretary
CT	Club Treasurer

ORGANISATION CHART



- **PAST**

The term used for somebody who has held office in our movement, e.g., Past President, Past RD — titles which are held for life. Somebody who has served in a given office in the immediately preceding year is referred to in the following year as “Immediate Past.” An Immediate Past President, DG, etc., usually continues to serve in some administrative capacity to ensure a certain continuity.

- **PINS**

There are special pins for members, Club President, Past Club President, District Governor, Regional Director, International Council Member and many others.

- **POSITION TAKING**

Any position statement issued by Y’s Men International must be in harmony with our Purpose and Objectives. The International Council will normally approve and issue such statements, but, in case of emergency, the International President is authorised to do so, in accordance with established guidelines.

- **PRESIDENTIAL MEETING**

At the beginning of each fiscal year some Regions convene a meeting of all Club Presidents in the Region. Regional Council members also attend this presidential meeting, the purpose of which is to inspire and inform the new Club Presidents at the beginning of their term of office.

- **PRINCIPLES OF PARTNERSHIP**

Recognition of the World Alliance of YMCAs and Y’s Men International as independent entities working towards common goals was formalized in 1981 with the acceptance of the Principles of Partnership Document. The document specified agreed understandings and acknowledged that the World Alliance of YMCAs and Y’s Men International were desirous of working towards a new dimension of Partnership that would contribute to individual and collective growth and service at all levels of our respective Movements.

- **PUBLICATIONS**

A copy of our official publication ***Y’s Men’s World*** is sent via the Club Presidents to all members. This is published in English and translated into several other languages (currently Chinese, Danish, Finnish, Japanese, Korean, Russian and Spanish).

RDs normally issue periodic Regional Newsletters and/or Bulletins and DGs circulate information to the clubs of the District, most of which have a club bulletin. Various information booklets and pamphlets have been produced on the International level and a list of material available from IHQ is updated and circulated to incoming RDs each year. In addition, some Areas/Regions have material available which addresses itself more specifically to Y’s Men and situations in the Area/Region concerned.

All clubs and individual members are encouraged to subscribe to the YMCA quarterly magazine ***YMCA World***.

- **PUBLIC RELATIONS**

The official term for the service branch whose task is to provide information about our movement. It is important to have public relations committees on Regional, District and local levels.

- **PWASF**

Paul William Alexander Scholarship Fund — the former term for what is now called **ALEXANDER SCHOLARSHIP FUND**.

- **REGION**

Our basic administrative unit. The number of Regions is decided by the International Council.

The leader of a Region is the Regional Director (RD) who is elected by the Regional Convention or Conference, usually as RD Elect the year before the term of office begins. The RD appoints a Regional Secretary and Regional Treasurer (or they are elected) to assist him/her and Regional Service Directors to deal with special matters within the Region. The RD may also appoint special Regional committees with specific tasks or to investigate particular problems. The RD is in charge of the administration of the Region in collaboration with the Regional Board (Council, Cabinet).

- **REGIONAL BOARD (COUNCIL, CABINET)**

The Regional Board (Council, Cabinet) normally consists of the RD, Past RD, RD Elect, RS, RT plus all Lieutenant Directors (when applicable). Some Regions also include the DGs and RSDs.

- **REGIONAL CONVENTION or REGIONAL CONFERENCE**

The highest authority of a Region (with power to decide on its internal matters), held annually in most Regions.

All clubs should be represented at this meeting. Unchartered clubs are entitled to send delegates but they do not have the right of vote, this right being limited to chartered clubs, provided that they have met all their obligations to the Region. The Regional Constitution lays down detailed rules of procedure for the Regional Convention or Conference.

- **RELATED YMCA SECRETARY/EXECUTIVE**

A local YMCA Secretary/Executive who is responsible for liaison with a Y's Men's Club.

- **REPORT**

A reporting system is necessary at all levels for the efficient administration of our movement. For instance, when the DG visits a club it is his/her duty, in collaboration with the Club Board, to produce a Visitation Report. Membership reports from the Regions are made on 1 February and 1 August. Area Presidents, International Service Directors and other International leaders report to the International Council Meeting and Mid-Year Meeting.

- **ROLL BACK MALARIA (RBM)**

The global framework for coordinated action against malaria. Y's Men International, in partnership with the International Federation of Red Cross and Red Crescent Societies (IFRC), is working to deliver funds for the purchase of long lasting insecticide-treated mosquito nets for distribution in high-burden areas

- **ROSTER**

The list of members of a Y's Men's Club which all clubs must submit to the RD by 1 February and 1 August of each year.

- **SAY NO TO VIOLENCE**

Adopted in 2001 for a three year trial period as a global theme to promote Y's Men International. The theme was adopted by the youth and changed to "Build a Culture of Peace" during the 2004 International Youth Convocation.

- **SECTION**

Where geographical or other conditions make it desirable, the Regional Director may, in agreement with the Regional Board (Council, Cabinet), divide the Region into two or more Sections. Each Section elects a Lieutenant Director, following the rules laid down in the Regional Constitution.

- **SERVICE**

One of the key words in our movement. A Y's Men's Club is often referred to as a Service Club to the YMCA.

- **SERVICE DIRECTOR**

Service Directors with responsibility for various tasks may be appointed/elected at different levels. The number of Service Directors varies as the situation requires. At the different levels there are Service Directors in such fields as Alexander Scholarship Fund, BF Promotion, BF Philately, BF Travel Coordination, Bulletin Editor, Christian Emphasis, Community Service, Endowment Fund Promotion, Extension and Membership-Conservation, Historian, International Brother Clubs, Leadership Training and Organisation Development, Public Relations, Short-Term Exchange Programme, Supplies, Time of Fast, Youth Involvement and Activities, Youth Educational Exchange Programme, Y's Men's Liaison to the YMCA, Y's Menettes.

- **SHORT-TERM EXCHANGE PROGRAMME (STEP)**

The Short-Term Exchange Programme offers 15 - 25 year old children and grandchildren of Y's Men the opportunity to stay with a foreign Y's Man's family for 3 -11 weeks. Unlike the Youth Educational Exchange Programme (YEPP), it does not include any kind of formal school programme.

- **SOUTH PACIFIC (SOP)**

One of the nine Areas, consisting of one Region, Australia.

- **SPECIAL DEVELOPMENT SUPPORT (SDS)**

These are funds available in support of projects of a special nature that are designed to extend and develop Y's Men International in the important areas of membership expansion, club extension and leadership training. The International Council is authorized to approve any other special or unique project submitted for consideration. Allocation of Special Development Support Funds, which are provided mainly through the Endowment Fund, is decided through negotiation during International Council Meetings.

- **SPONSOR CLUB**

The club which has taken the initiative in starting a new Y's Men's Club. The term can also be used for a club which sponsors a YEPP student.

- **STAFF**

The people who work in the International Headquarters. In addition to the International Secretary General, the office at present has four staff members – two full-time and two part-time, as well as the Youth Intern (see Youth Intern).

- **STEP FOR ALL (SFA)**

An international programme in collaboration with the existing TOF-GPF and BF programmes giving all Y's Men/Y Service members the opportunity to volunteer in select TOF-GPF projects for a short duration, typically a few weeks. Partial funding is available for certain qualified applicants.

TASK FORCE (TF)

These are appointed by the International Council as part of its legislative process. They are commissioned to function between meetings to deal with identified strategic, administrative and other operational tasks.

- **TIME OF FAST – GLOBAL PROJECT FUND (TOF-GPF)**

An international service branch of our movement which supports development work mostly run by YMCAs. Its main source of income is an annual day of fast. In coordination with the World Alliance of YMCAs and its Area Offices, educational and self-help projects have been funded in many countries.

- **TOWARDS 2022**

Referring to the formulation of plans and objectives to be reached by our centennial year as directed by a Towards 2022 Team.

- **TOWARDS 2022 Team**

Association, currently made up of ISD L(T)OD, ISD E, ISD YIA, ISD YL, ISD MC and ISD CS, working to create an adhesive plan for the year 2022 through the establishment of cohesive long-term goals for each of these service areas.

- **TRAVEL COORDINATOR (TC)**

The person responsible for arranging BF delegates' travel.

- **UNIFIED GLOBAL PROJECT (UGP)***

Under the general guidelines of the Time of Fast Programme, Y's Men International adopted this concept as a strategy to unify and rally the membership for greater impact and worldwide recognition. "HIV/AIDS Prevention" was selected as the signature title for the UGP.

- **UNITED NATIONS – CONSULTATIVE STATUS**

Following negotiations begun in 1999, Y's Men International was granted Special Consultative Status by the Economic and Social Council of the United Nations, in its Substantive Session of July 2006. Y's Men International is now able to designate official representatives to the United Nations – to the UN Headquarters in New York, and the UN Offices in Geneva and Vienna.

- **USA (USA)**

One of the nine Areas, consisting of the following Regions: Hawaii, Mid America, Mideast, North Atlantic, North Central, Pacific Northwest, Pacific Central, Pacific Southwest and South Atlantic.

- **VISION**

"Y's Men International will be recognized globally as a Service Organisation promoting cultural awareness and world peace".

*Note: That from about 2007 the UGP lost momentum and HIV/AIDS in no longer considered the signature issue of TOF-GPF. At present there is no specific project focus and UGP was essentially replaced by the Roll Back Malaria initiative (see Roll Back Malaria) in 2009.

- **VISITATIONS**

May be at Club, District, Region, Area or International levels. The general principle is for each local Club to be visited by an International representative, including Brotherhood Fund Delegates, at least once in three years.

- **WEBSITE**

Y's Men's International Website is set up as a tool for electronically distributing relevant information to our membership and the community at large. It is the responsibility of the International Webmaster.

- **WEEK OF PRAYER**

YMCAs and YWCAs around the world celebrate a "Week of Prayer and World Fellowship" in November each year. Copies of the Week of Prayer booklet are distributed to Y's Men's Clubs members, and through active participation in the Week of Prayer we give tangible proof that our Movement is "Based on the Teachings of Jesus Christ."

- **YOUNG MEMBER**

A specific category used to describe a Y's Man/Woman aged between 26 - 40 years of age and typically part of a Young Member Club.

- **YOUNG MEMBER CLUB**

A specific category of club for 26 - 40 year olds, catering to the aspirations and mind-set of this generation, as may not necessarily be the case with a traditional Y's Men club made of older individuals.

YOUTH INTERN (YI)

An appointee of the International Secretary General, aged 22 - 27 years, who is employed to assist in the administrative functions of International Headquarters, with particular responsibility for Youth Involvement and Activities. The period of employment is one year. The position of Youth Intern will be suspended indefinitely from 1 July 2016.

- **YOUTH INVOLVEMENT AND ACTIVITIES (YIA)**

As an ongoing support mechanism for this important area of YMI, the International Council in 2001 approved the establishment an International Youth Committee to monitor implementation of the Strategic Plan for Youth Involvement. The Committee is composed of the International Youth Representative (IYR), Youth Intern (YI), International Service Director (ISD/YIA), International Youth Representative Mentor (IYRM), the nine Area Youth Representatives and the International Secretary General (ISG).

- **Y'S YOUTH CLUBS (YYC)**

A Y's Youth Club is a part of the International Association of Y's Men's Clubs which, when chartered, is commissioned to uphold the purposes of Y's Men International. Designed to facilitate the transition of young people into Y's Men's Clubs, Y's Youth Clubs are open to male and female members aged 15-30 years. These Clubs are exempt from all International, Area, Region and District dues. Their objectives are: to encourage youth to promote the high ideals of service of the YMCA and to involve themselves actively in service activities to the YMCA and community with YMI; to enhance the concept that YMI is a family-oriented movement; to provide opportunities for personal development of members, to develop tomorrow's leadership; and to promote youth service for world peace.

- **“Y’S MEN’S WORLD” (YMW)**

The official publication of Y’s Men International, *Y’s Men’s World* is sent to all affiliated Clubs, Officers and Leaders, to disseminate news and opinions to the general membership. YMW endeavours to nourish a better International understanding and create an awareness of the activities

- **YMCA**

The abbreviation for **Young Men’s Christian Association**: in German — CVJM; Danish/ Norwegian/Swedish — KFUM; French — UCJG; Spanish — ACJ. In the USA the still shorter form the “Y” (pronounced “wai”) is nearly always used.

The first YMCA was formed in London in 1844 by George Williams. The World Alliance of YMCAs was formed in Paris in 1855. The “basis” adopted, now generally referred to as “The Paris Basis,” is the confession of Jesus Christ as God and Saviour. The motto of the YMCA is “That they all may be one.”

Since 1878 the YMCA Headquarters have been in Geneva, Switzerland, where our movement also has its main office.

- **YMCA MEMBERSHIP**

Y’s Men are encouraged to join the YMCA as members of the local branch, but such membership is no longer a requirement. In some countries all Y’s Men are registered collectively as members of the national YMCA.

- **“YMCA WORLD”**

The publication of the World Alliance of YMCAs, formerly known as *World Communique*.

- **YOUTH EDUCATIONAL EXCHANGE PROGRAMME (YEPP)**

A programme through which Y’s Men’s children aged 16 - 18 years are given the possibility of studying for a year in a foreign country. The student is hosted by a Y’s Men family and lives as a member of that family for the year.

- **Y’S DOM**

A much used term denoting our movement and work.

YES Y’S EXTENSION SUPPORT PROGRAMME

The purpose of YES is to give clubs and individuals the opportunity to contribute to Extension of Y’s Men International. Funds available from YES are to be used solely for:

- * Extension in existing clubs to increase member numbers
- * Extension through new clubs in countries and other geographical areas where Y’s Men already are existing
- * Extension through new clubs in geographical territories with no Y’s Men’s Clubs.

- **Y’S DOM INTERNATIONAL**

A short form of our movement’s official name, **International Association of Y’s Men’s Clubs**, used where the word “Men” in our name is not acceptable.

- **Y’S LING**

A Y’s Man’s child.

- **Y'SLY**

A friendly greeting often used at the end of letters: **Y'sly Yours**, etc.

- **Y'S MEN**

Members of Y's Men's Clubs. It is pronounced in the same way as "wise men", which has been the source of numerous jokes. But the pun of "Y's" and "wise" has also provided the idea behind our logo: the star radiating its light symbolises the star of Bethlehem, which guided the wise men from the East to Jesus Christ.

The historical explanation of the name is as follows: In English-speaking countries, particularly the USA, the YMCA is very often referred to simply as "The Y." The term "Y's Men," therefore, means "men of or for the Y," i.e., the YMCA. This is also clear in the phrase often added to our official name: "Service Club to the YMCA."

After amendments to our International Constitution, the term "Y's Man" now means a member of a Y's Men's Club, irrespective of sex. In some countries a female member is called a "Y's Woman."

- **Y'S MEN INTERNATIONAL**

The commonly used short form of our movement's official name, **International Association of Y's Men's Clubs**.

- **Y'S MENETTE**

A Y's Menette is a member of a Y's Menettes Club. Y's Menettes may be wives of Y's Men or any women who wish to enjoy the fellowship of Y's Menettes Clubs and assist in the projects of Y's Men, the YMCA and the community.

- **Y'S MENETTES CLUB**

Y's Menettes Clubs plan and carry out programmes and projects of their own in support of Y's Men's Clubs, the YMCA and the community at local, District, Regional, Area and International levels. It is up to the individual Y's Menettes Club to decide whether it wants to admit as members women who are neither wives nor widows of Y's Men.

The person in charge of Y's Menettes Clubs at the Regional level is the Regional Service Director for Y's Menettes. In some Regions she is called "Regional Director for Y's Menettes." The international leader is called "International Director" for Y's Menettes.

