

Y'S
MEN
INTERNATIONAL



ABC of Y's Men International

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INTRODUCTION

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 2015 and again in 2018.

ABC OF Y'S MEN INTERNATIONAL

ACTIVE

Y's Men's Clubs have only one category of members — "active." Active members pay dues - International, Area and Regional as required and participate regularly in club activities. Members not paying dues to the Geneva Headquarters are not recognised within the international association, although they may retain local affiliations. An Area may still have its own expectations regarding the term "active".

ADMINISTRATIVE OFFICERS

The International President, International President Elect, Immediate Past International President, International Treasurer and the eight 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 eight 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.

ARCHIVES

The International archives are stored 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.

AREA

For administrative purposes the world is divided into eight (8) geographical Areas: Africa, Asia Pacific, Canada/Caribbean, Europe, India, Korea, Latin America, 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

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. Area Presidents were referred to as *International Vice Presidents* between 1973 to 1982.

AREA SERVICE DIRECTOR

A person appointed by the Area to have responsibility for a particular programme or activity, e.g. Brotherhood Fund Promotion, Membership Conservation. The appointment of a corresponding Service Director at the Regional level is encouraged.

ASIA PACIFIC (ASP)

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

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.

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).

Extension Beyond Borders Award (EBBA) — certificate of recognition given to clubs starting new clubs outside its territory in places where Y's Men had not previously existed

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 increased. The Board is typically elected for one year, serving from 1 July – 30 June, with elections in March. In principle, nobody should serve for more than two years. "Executive Committee" or similar terminology may also be used to signify the governing body of the club.

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 purpose is to strengthen fellowship of Y's Men throughout the world, by enabling club members to attend International, Area and Regional Conventions and to visit Y's Men's clubs culturally and geographically distant from their own. BF grants and opportunities are reserved for members who have shown the skills and interest to become key leaders within our organisation. Thus, the current BF motto: *Leadership through Fellowship*. Formerly Bishop's Fund.

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 eight Areas, consisting of the Caribbean Region and two Regions in Canada: Central Western Canada and Maritimes.

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 five members but it is recommended that it have more than 15 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 and reach International Headquarters at least six weeks before the date of the proposed charter celebrations. A copy of the club's constitution and by-laws, the full names, gender and birthdate of all members, the name of the sponsor club and the "Charter Date" (the date the charter is handed to the new club) must be included.

CHARTER FEE

The fee, currently CHF 100, which a club must pay before it receives its charter.

CHRISTIAN EMPHASIS (CE)

The primary focus of Christian Emphasis is to reaffirm our commitment to the teachings of Jesus Christ.

While Christianity is a founding principle in Y's Men, it is very important to recall that our movement is inclusive, designed as a multi-faith community working towards a common purpose. See [Mission Statement](#).

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. As of 2009, 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. Today, a bulletin is not necessarily a printed document circulated by post but may be web-based or electronic communication in various forms.

COMMITTEES

A variety of service tasks may be entrusted to committees. Effective committees use members with specific and appropriate skill sets, encouraging responsible and involved leadership while completing commissions. Committees are important within our organisation at all levels, from club to international.

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

The administrative framework of our organisation is contained within its various constitutions – from club to International.

Before a Y's Men's Club can be chartered, it must adopt a constitution and set of by-laws which are in agreement with the Regional, Area and International Constitutions.

New or amended Regional and Area constitutions are to be submitted to and accepted by the International Constitution Review Committee before passing to the International Council for final approval.

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. Not all Regions have Districts. Smaller Regions may find them unnecessary.

DISTRICT GOVERNOR (DG)

The head of a District, elected by the clubs in the District. The DG ensures that clubs under his/her authority are trained and meeting their obligations and keeps the Regional Director informed about District work and issues. The full duties of the DG can be found in the District Governor's Manual.

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. See [Conservation](#) and [Extension](#).

ENDOWMENT FUND (EF)

This fund, created in 1959, aims to develop and promote our organisation at a global level 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. See [Special Development Support](#), [Golden Book](#), [Honour Roll](#), [Paul William Alexander Fellow](#), [Double Paul William Alexander Fellow](#).

EUROPE (EUR)

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

EXTENSION (E)

The technical term for work aimed at starting new clubs- All clubs should consider appointing an Extension Committee responsible for exploring possibilities of starting new clubs. 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 literature for extension purposes provide information for the members of the new club.

FAMILY

Family within Y's Men International refers to all persons and organisations directly affiliated in helping us to accomplish our service goals. These include our Youth Clubs, Y's Menettes and YMCA affiliates.

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. Various plans have been implemented under various titles and formats since the first Long Range Planning Committee was appointed in 1963. See Towards 2022 & Beyond, the current entity for defining and realising future objectives as a movement and the Vision 2022 statement.

GOLDEN BOOK

Established in 1967 to bolster contributions to the Endowment Fund. Members pay CHF 120 to honour a club friend or associate via a written one-page tribute which is then printed and retained at International Headquarters, while also be shared with recipient (if living) and the Area leadership.

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 CHF1,000 or more to the Endowment Fund, either as a cash donation or as a legacy.

HOST

The person, club, Region etc. responsible for practical arrangements for a conference or convention. The term may also be used for those accommodating a STEP/ YEEP student or a BF delegate.

HOST CONVENTION COMMITTEE (HCC)

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

INDIA

One of the eight 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 email, social-networking, 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. 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 eight 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, Immediate Past International President, International President Elect, International Treasurer and the International Secretary General attend the meetings of the International Council, with voice but without vote. The representative of Y's Menettes - typically the ID - and the International Youth Representative, are also invited under the same circumstances. Depending on interest or need, other ISDs, Committee or Task Force Chairs may also join with observer or consultative status. Regular invitees have included the World Alliance of YMCAs' Liaison to Y's Men (WAL), Y's Men's Liaison to the World Alliance of YMCAs (YL), TOF-GPF Committee Chair, International Constitution Review Committee Chair and sometimes the Brotherhood Fund Expenditures Committee Chair. 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 the clubs having the right to vote per our International Constitution. 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 officer of our movement selected by a special committee as defined within general Personnel Policy and answering to International Council. The ISG is full-time employee who currently operates out of the Satellite Office in Chiang Mai, Thailand, while the organisation remains headquartered in Geneva, Switzerland. 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 16 - 30 years. Since 1986, an International Youth Convocation has been held in conjunction with International Conventions.

INTERNATIONAL YOUTH REPRESENTATIVE (IYR)

A Youth aged 18 - 28 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 eight Areas, consisting now of eleven regions: Korea Bu Ul-Gyeong, Korea Chonbuk, Korea Daegu Gyeongbuk, Korea Gangwon, Korea Gyeonggi, Korea Incheon, Korea Jeju, Korea Jeonnam, Korea Seoul, Korea South and Korea West.

LATIN AMERICA (LAM)

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

LEADERSHIP TRAINING AND ORGANISATION DEVELOPMENT (LTOD)

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).

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 radiates its light over this “Y”.

MEMBER-AT-LARGE

A person relocated 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.

MEMBER INDUCTION CHARTER

In becoming members or organisation, inductees are presented and requested to sign a special document by which they agree to honour our motto, share our vision and join our mission, upholding our organisational values and committing to our six primary objectives. Formerly, “Induction Charter”.

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 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 CONSERVATION

The term “conservation” is used not only when talking about maintaining club membership but also when recruiting new members into existing clubs. The idea of conservation is pertinent to any club strengthening activity.

MEMBERSHIP DUES

All Y's Men pay 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.

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

OFFICER INSTALLATION CHARTER

Document presented to and signed by new Executive Officers upon their installation, highlighting idealism, interest, initiative and industry.

ORGANISATION

The structure of our organisation is shown in [Appendix I](#). Listed are some common leadership abbreviations.

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

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 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.

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

Our official publication is the English–language, quarterly magazine “*YMI World*”. It is available to the public as a PDF document via our website. Every member also has the right to the print version, and clubs can request copies via their Regional Director at the time of production.

The magazine is translated into several other languages at the local level (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. 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**.

PWAF

Paul William Alexander Fellow. Members contributing CHF 120 to the Endowment Fund may request to become a PWAF, recognised by a certificate signed by the International President and the ISD EF, as well as a pin.

DPWAF. Members contributing an additional CHF 120 or paying CHF 240 directly become Double Paul William Alexander Fellows. DPWAF has its own certificate and pin.

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.

REPORT

A reporting system is necessary at all levels for the efficient administration of our movement. All officers are expected to report regularly to the level above. 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, etc.

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 which all Y's Men/ Y Service clubs must submit by 1 February and 1 August of each year. Clubs should now be using the international database Portalbuzz to complete this task.

SATELLITE OFFICE (SLO)

Office established in Chiang Mai, Thailand in 2016 and where the ISG is now stationed.

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. And today some clubs prefer to be registered as Y Service Clubs, as accepted by International Council since 2009.

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-Global Project Fund, 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 was originally conceived to give 16 - 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. Today, the programme is open to and more frequently used by Y's Youth and young YMCA members. Unlike the Youth Educational Exchange Programme (YEED), it does not include any kind of formal school programme.

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/club extension, conservation and leadership training. The International Council is authorised to approve any other special or unique project submitted for consideration. Special Development Support Funds, are provided through the Endowment Fund. Each year, an amount per the EF Trustees recommendations is approved at ICM. It is then divided among the Areas by the IT using a specific formula and taking into consideration past compliance with SDS regulations. The Area allocations are announced at MYM and distributed the following year.

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 YEEP student.

STAFF

The people who work in the International Headquarters. At present, there are three full-time staff members based in Geneva.

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

An international service branch of our movement which supports development work mostly run by YMCAs. The principle behind the fund is that members skip a meal(s) and contribute the corresponding value. February has been reserved for TOF-GPF fasting and fundraising activities but of course, donations can be collected and submitted at any time. 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 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. Replaced in 2017 by Towards 2022 & Beyond

TOWARDS 2022 & BEYOND

Team consisting primarily of PIPs charged with ensuring that the Towards 2022 Action Plan is known to members and that focused steps are being taken to accomplish its goals, while also creating an action plan for the 10 years following our centenary (2022 – 2032).

TRAVEL COORDINATOR (TC)

The person responsible for arranging BF delegates' travel.

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 eight 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 recognised globally as a Service Organisation promoting cultural awareness and world peace.”

VISION 2022

The following statement, approved by Council in 2009, led to the action plan “Towards 2022”:

To become an accredited, globally oriented, voluntary service organisation of at least 50 000 members based in 100 countries striving to enhance human values, with special focus on youth development, by upholding the motto “To Acknowledge the Duty that Accompanies Every Right” and working in active service and partnership with the YMCA, the United Nations and other organisations to build a better world in which to live.

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 available 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.”

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. YES funds are to be used solely for:

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

As of 2017, this is no longer an international-level programme but Areas have been encouraged to continue it.

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*.

YMI

Currently used acronym for Y's Men International.

“YMI WORLD”

Current name for the Y's Men International publication, replacing “Y's Men's World”.

YMI World endeavours to nourish a better International understanding and create an awareness of the activities

YOUNG MEMBER

A specific category used to describe a Y's Man/Woman aged between 26 - 40 years of age.

YOUNG ICM

A member of the International Council aged between 26 – 39 years of age, serving for two years. The two positions for young members on IC are rotated through the Areas from largest to smallest.

YOUTH EDUCATIONAL EXCHANGE PROGRAMME (YEPP)

A programme through which Y's Men and YMCA 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.

YOUTH INVOLVEMENT AND ACTIVITIES (YIA)

As an ongoing support mechanism for this important area of YMI, the International Council in 2001 approved the establishment of an International Youth Committee to monitor implementation of the Strategic Plan for Youth Involvement. The Committee is currently composed of the International Youth Representative (IYR) as chair, and the eight Area Youth Representatives with the International Secretary General (ISG) and International Youth Representative Mentor (IYRM) if appointed, as observers.

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

Members of Y's Men's Clubs. It is pronounced in the same way as "wise men. 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," 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

A commonly used short form of our movement's official name, **International Association of Y's Men's Clubs**. See also **YMI**.

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.

Y'SDOM

A much-used term denoting our movement and work.

Y'SDOM INTERNATIONAL

A short form of our movement's official name, **International Association of Y's Men's Clubs**, which may be used where the word "Men" in our name is not acceptable.

Y'SLING

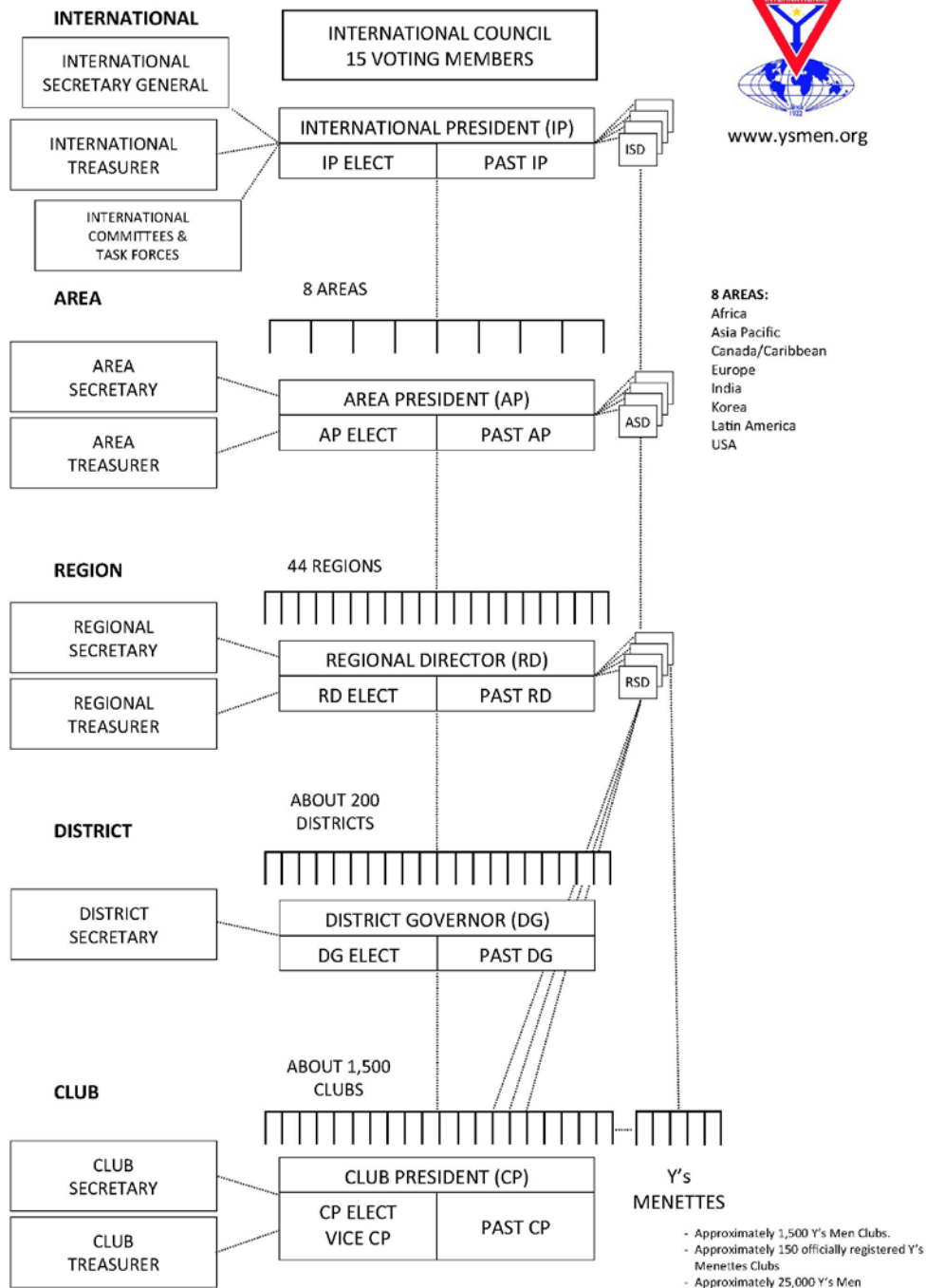
A Y's Man's or Woman's child.

Y'SLY

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

APPENDIX I Organisation Structure

ORGANISATION STRUCTURE CHART



APPENDIX II Common Abbreviations

AP	-	Area President
APE	-	Area President Elect
AS	-	Area Secretary
ASD	-	Area Service Director
ASF	-	Alexander Scholarship Fund
AT	-	Area Treasurer
BC	-	Brother Club
BE	-	Bulletin Editor
BF	-	Brotherhood Fund
BFEC	-	Brotherhood Fund Expenditures Committee
BF ECC	-	Brotherhood Fund Expenditures Committee Chairperson
Chp	-	Chairperson
CE	-	Christian Emphasis
CS	-	Community Service
DG	-	District Governor
E	-	Extension
EF	-	Endowment Fund
H	-	Historian
HC	-	Host Committee
HCC	-	Host Committee Chairperson
IBC	-	International Brother Clubs
IC	-	International Council or International Convention
ICC	-	International Convention Committee
ICCC	-	International Convention Committee Chairperson
ICM	-	International Council Member or International Council Meeting
ICS	-	International Council Structure
ID	-	International Director, Y's Menettes
IEO	-	International Executive Officer (IP, IPE, IPIP and IT)
IFRC	-	International Federation of Red Cross and Red Crescent Societies
IHQ	-	International Headquarters
IP	-	International President / Immediate Past
IPE	-	International President Elect
IPIP	-	Immediate Past International President
IPISD	-	Immediate Past International Service Director
ISD	-	International Service Director
ISG	-	International Secretary General (also abbreviated to SG)
IT	-	International Treasurer
ITE	-	International Treasurer Elect
ITC	-	International Travel Coordinator
IYC	-	International Youth Convocation
LRP	-	Long Range Plan
LTOD	-	Leadership Training & Organisation Development
MC	-	Membership – Conservation
MYM	-	Mid-Year Meeting
PIP	-	Past International President
PISD	-	Past International Service Director
PR	-	Public Relations
PRD	-	Past Regional Director
PWAF	-	Paul William Alexander Fellow
RBM	-	Roll Back Malaria
RD	-	Regional Director

RDE	-	Regional Director Elect
RS	-	Regional Secretary
RSD	-	Regional Service Director
RT	-	Regional Treasurer
S	-	Supplies
SDS	-	Special Development Support
SLO	-	Satellite Office
STEP	-	Short Term Exchange Programme
SFA	-	STEP for All
TC	-	Travel Coordinator
TF	-	Task Force
TOF-GPF	-	Time of Fast-Global Project Fund
TOF-GPFC	-	Time of Fast-Global Project Fund Committee
TOF-GPFCC	-	Time of Fast-Global Project Fund Committee Chairperson
TW22	-	Towards 2022
WA	-	World Alliance (of YMCAs)
WAL	-	World Alliance Liaison to Y's Men International
YC	-	Youth Committee
YEPP	-	Youth Educational Exchange Programme
YES	-	Y's Extension Support Programme
YIA	-	Youth Involvement and Activities
YI	-	Youth Intern
YIM	-	Youth Intern Mentor
YL	-	Y's Men International Liaison to the World Alliance
YMCA	-	Young Men's Christian Association
YMW	-	Y's Men's World
YR	-	Youth Representative
YRM	-	Youth Representative Mentor

ADDENDUM

Over time the terminology used by our organisation has evolved. The entries below are terms that have either been officially retired by the International Council or while retained at some local levels, are no longer referenced by international. They are, however, words with historical significance or which members may still encounter or have reason to know.

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.

ASIA

An Area in our organisation up to August 2016 when it amalgamated with Area South Pacific to become area Asia Pacific.

BISHOP'S FUND

Name for the Brotherhood Fund until 1968. The Bishop's Fund was started on the surplus from the 1931 International Convention. The original purpose was to promote our movement outside North America, primarily by offering cash subsidies 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.

ECUMENICAL

An outdated and to many an obscure term, ecumenical is a word that is referenced within our organisation in certain documents and instances. It comes from the Greek "oikumene" which means "the whole inhabited world" and is used to highlight the inclusive nature of our movement.

FAMILY MEMBERSHIP

A currently obsolete category of membership in which club members from the same family benefited from a reduced dues structure. The primary aim of Family Membership was to promote the family as an important unit in our society and to facilitate involvement of youth in our organisation. The already failing concept was eliminated with the 2016 implementation of a universal International Dues structure, with all members paying the same fees regardless of age, economy etc.

HONORARY LIFE CLUB MEMBERSHIP

In the past, local clubs could award life membership to nominated persons who are not members of Y's Men's Clubs. The Award consisted of a Club Lifetime Pin, a Membership Card and Certificate, issued by International Headquarters and signed by the International President, the International Secretary General, the Area President and the Club President. Costs involved were paid to IHQ and included a contribution to the Endowment Fund.

INAUGURAL CHARGE

Former name of the current Installation Charter.

INTERNATIONAL VICE PRESIDENT

Term for the current Area Presidents, withdrawn from use in the 1982.

LATIN AMERICA & CARIBBEAN

An Area in our organisation up to 2008 when the Caribbean Region became part of the Area Canada to become Area Canada & Caribbean.

LIEUTENANT DIRECTOR (LtD) / LIEUTENANT REGIONAL DIRECTOR (LRD)

The term used for the administrative leader of a *Section*. Used by some larger Regions. Not part of the standard pyramid of leadership, other terms may be used for the position at the discretion of local leadership.

PRESIDENTIAL MEETING

At the beginning of each fiscal year some Regions convene an assembly 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. Not part of the standard organisational pyramid, other terms for this gathering may be used at the discretion of local leadership.

RELATED YMCA SECRETARY/EXECUTIVE

A local YMCA Secretary/Executive who is responsible for liaison with a Y's Men's Club. Not used with any regularity at this time, even when such a connection exists.

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. While no longer an international theme, it remains an important concept with continued relevance in some Areas, particularly among the Youth.

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 in the interest of optimising management. Each Section elects an administrator (Lieutenant Director/ Lieutenant Regional Director), following the rules laid down in the Regional Constitution. Sections are uncommon with Districts being the preferred division of Regions. Not part of the standard organisational pyramid, other terms may be used at the discretion of local leadership.

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 selected TOF-GPF projects for a short duration, typically a few weeks. Partial funding is available for certain qualified applicants. As of 2018/19, STEP for ALL no longer exists as an independent programme, coming fully under the BF umbrella. STEP for funds are now dispersed as BF Project Volunteer Grants.

SOUTH PACIFIC

An Area in our organisation up to August 2016. Consisting of one Region, Australia, at that time it amalgamated with Area Asia to become area Asia Pacific.

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. From about 2007 the UGP lost momentum and HIV/AIDS is 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.

YOUTH INTERN (YI)

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

