

# Youth Leadership Conference

with the Collegiate Leadership Component

*Our Father, who art in heaven,  
hallowed be thy name.*

*Thy Kingdom come*

**“Thy will be done”**

*on earth as it is in heaven.*

*Give us this day our daily bread,  
and forgive us our trespasses as we,  
forgive those who trespass against us.*

*And lead us not into temptation,  
but deliver us from evil.*



Friday • Saturday • Sunday

**June 25-27, 2010**

Lewis University • Romeoville, IL  
Sponsored by the Diocese of Joliet



# YOUTH LEADERSHIP CONFERENCE INFORMATION

The **Youth Leadership Conference** is designed to empower the young church (incoming high school freshman through graduating seniors). It is a three-day, two night conference that takes place at Lewis University in Romeoville, Illinois on June 25-27, 2010. We expect over 800 people to attend!!



We are continuing our development of the **Collegiate Leadership Component (CLC)**. It is aimed specifically at college-age young adults ages 18 to 23.

The cost to attend is **\$175.00 per person**, which includes dorm lodging, all meals, keynote presentations, leadership workshops, grade level breakouts, music and prayer experiences, witness talks, Mass with Bishop Sartain, Reconciliation, and a conference t-shirt.

## Keynote Speaker: Brian Johnson



**Brian Johnson** is the Director of the Office of Youth Ministry for the Diocese of Galveston-Houston in Texas. Brian previously served as the coordinator of youth ministry at the parishes of St. Cecilia and St. Gregory the Great in Baltimore. Over the years, he has been a national and international keynote speaker, workshop presenter, retreat master, and revivalist. He facilitated World Youth Day catechetical sessions at Mile High Stadium in Denver, Colorado (1993) and was one of two representatives from the United States to participate in the International Youth Forum in Manila in the Philippines (1995). He was a keynote presenter for the National Black Catholic Congress in Baltimore (1997), the National Conference on Catholic Youth Ministry in Pittsburgh (2004), and most recently, the NCYC in Kansas City (2009).

**According to Brian Johnson**, “young people are on fire for their faith, in love with their church, even in the midst of struggle, and in the midst of controversies. They are centered: their faith is centered in being Christ-like to others, sharing their compassion, love, concern for the well-being and the faith-life of others. To be disciples, they are mimicking Christ. And in mimicking Christ, not only are they becoming disciples, but hopefully, like Christ, they are calling forth disciples.”

## Conference Emcee: Rey Malave



**Rey Malave** has been involved in youth and young adult ministry for more than 27 years, providing leadership training courses for both Hispanic and non-Hispanic youth in the Diocese of Orlando and across the Southeast. He was chairperson of the First National Encuentro for Hispanic Youth and Young Adults, a year-long task culminating in a national conference at the University of Notre Dame in June 2006. Rey serves on the Board of Directors for the National Federation for Catholic Youth Ministry (NFCYM) as well as for the National Catholic Youth Conference (NCYC). He has also provided coordination and training in mission trips for youth and young adults to Mexico and to the Dominican Republic. In addition to all this, Rey was a workshop presenter for our own Youth Leadership Conference in 2009.

## Conference Theme: Thy Will Be Done

The theme for the 2010 Conference, “**Thy Will Be Done,**” was discerned by the Diocesan Youth Council (DYC), based on the readings for the Sunday liturgy on June 27, 2010.

Jesus’ proclamation of the Kingdom – as in the Lord’s Prayer, when he taught us: “Thy kingdom come, Thy will be done on earth as it is in heaven” (Mt. 6:10) was often met with outright rejection or with initial enthusiasm that withered. Hopefully, today, this realization of the Kingdom of God leads us not to despair – but to a determination and an enthusiasm to do the will of Christ through the help of the Holy Spirit.



And at the end of Jesus’ ministry, as he prayed in the Garden of Gethsemane, he came to understand that his death and resurrection were necessary for the Kingdom of God. And like he told his followers to say when they prayed, Jesus surrendered to the Father when he cried out, “Not my will, but your will be done.” (Lk. 22:42) In the same way, we surrender to God’s greater vision.

## Goals of the Conference

- To provide opportunities for faith-filled personal and spiritual growth in all participants.
- To provide leadership training opportunities for teens and collegians in the larger church.
- To empower our young church to live and share their faith as Catholic Christians.
- To incorporate and reveal our Catholic Identity to the young church of the Diocese of Joliet which is at the root of all our endeavors in all aspects of the weekend.

## Who can attend?

The **Youth Leadership Conference (YLC)** is for incoming freshmen through incoming seniors in high school and their adult leaders from your parish.

*As indicated in the goals, above, YLC 2010 is geared for the young **leaders** from your parish. Leadership in the parish takes many forms and is found in all eight components of youth ministry. As such, the parameters or definition of a young leader may differ slightly from parish to parish. Parishes are strongly encouraged to invite those youth that are currently in a leadership role or those youth who have been selected to be mentored into a leadership role.*

The **Collegiate Leadership Component (CLC)** will parallel YLC for incoming college-bound freshmen through current college seniors. They are invited to participate in a conference track for their age group. For more details, check out [www.dioceseofjoliet.rog/yam/clc2010.asp](http://www.dioceseofjoliet.rog/yam/clc2010.asp).

*Similarly, CLC 2010 is aimed at college-age young adults (18-23) who are in leadership roles at their parish or on their college campus; this can also include alumni of recent YLC events.*

## Conference Schedule

Time	Event	Location
<b>Friday, June 25</b>		
<b>(note: there is <i>no lunch</i> provided on Friday!)</b>		
Noon-1:30	Parish Check-In Opens	Student Union
1:30 p.m.	Doors Open	Field House
2:00 p.m.	Conference Opening	Field House
3:30 p.m.	Move to Breakout Session	
3:45 p.m.	Grade Level Breakout Session	Breakout Locations
5:15 p.m.	Move to Dinner / Parish Time	
5:30 p.m.	Dinner Group A	Dining Hall
	Parish Time Group B	Determined by Parish Youth Minister
6:15 p.m.	Switch	
7:00 p.m.	Move to General Session	
7:15 p.m.	Gen. Session / Reconciliation Service	Field House
9:30 p.m.	Announcements	Field House
9:45 p.m.	Parish Time / Snack	Field House
10:30 p.m.	Move to Dorms	
12:00 a.m.	Lights Out / All Quiet	Dorms
<b>Saturday, June 26</b>		
7:30 a.m.	Cafeteria Opens	Dining Hall
8:45 a.m.	Move to Mass	
9:00 a.m.	Saturday Morning Mass	Quad
10:00 a.m.	Move to Workshop	
10:15 a.m.	Workshop #1	Many Locations
11:30 a.m.	Move to Lunch / Parish Time	
11:45 a.m.	Lunch Group A	Dining Hall
	Parish Time Group B	Determined by Parish Youth Minister
12:30 p.m.	Switch	
1:15 p.m.	Move to Workshop	
1:30 p.m.	Workshop #2	Many Locations
2:45 p.m.	Free Time	Determined by Parish Youth Minister
4:15 p.m.	Move to Workshop	
4:30 p.m.	Prayer Experience	Many Locations
5:45 pm	Move to Dinner / Parish Time	
6:00 p.m.	Dinner Group A	Dining Hall
	Parish Time Group B	Determined by Parish Youth Minister
6:45 p.m.	Switch	
7:30 p.m.	Doors Open	Field House
8:00 p.m.	General Session	Field House
10:00 p.m.	Parish Time	Determined by Parish Youth Minister
10:45 p.m.	Move to Dorms	
12:00 a.m.	Lights Out/All Quiet	Dorms
<b>Sunday, June 27</b>		
7:30 a.m.	Cafeteria Opens (pack up!)	Dining Hall
8:45 a.m.	Doors Open	Field House
9:00 a.m.	Morning Prayer	Field House
9:45 a.m.	Move to Grade Level Breakouts	
10:00 a.m.	Grade Level Breakouts	Breakout Locations
11:30 a.m.	Move to Lunch / Checkout	
11:45 a.m.	Lunch Group A	Dining Hall
	Checkout Group B	Dorms
12:30 a.m.	Switch	
1:15 p.m.	Move to Field House	
1:30 p.m.	Conference Closing	Field House
2:30 p.m.	Closing Liturgy	Field House
4:00 p.m.	On the Road.	

**See you next year! June 24-26, 2011**

## Breakout Sessions

*All high school and collegiate participants must attend all their breakout sessions*

### Grade Level Sessions

At the beginning and at the end of the conference, participants are divided into smaller breakout sessions, according to grade level (from incoming high school freshman through college students). In addition, **incoming high school freshman will also meet together during the first workshop session on Saturday, June 26, at 10:15 a.m.**

### Saturday Workshops

On Saturday, each conference participant will attend two workshops. The topics of each workshop are a different leadership skill or personal development, so that the participants can fill a need in their parish, diocese, high school, college campus, youth or campus ministry program, as well as within the larger community. Check out the list of workshops included in the registration booklet.

- Each youth minister should carefully guide the workshop choices of each of their teens in order to take full advantage of the conference.
- In addition to the workshops offered we will be offering two other options during workshop times: **The Freshman Session** and **Youth Congress**. All freshmen will attend the Freshmen Session for the first workshop. During the second session the Diocesan Youth Council will be running a workshop in the form of a congress – each youth minister will be encouraged to send one representative from your parish to take part in this event. It will be a time of sharing where they see teens active in the world we live in today and be able to bring back information for discussion to the parish youth ministry program.
- **College-age young adults** (from graduating high school seniors through current college seniors) will choose from their own workshop choices for Saturday. The workshops are also listed in the registration booklet and online at [www.dioceseofjoliet.org/yam/clc2010.asp](http://www.dioceseofjoliet.org/yam/clc2010.asp).

### Prayer Experiences

Based on the prayerful aspect of the theme (“Thy Will Be Done”), the conference will feature a special time for all participants to learn and engage in several unique experiences of Catholic prayer and devotion. This session takes place Saturday at 4:30 p.m.

These experiences may include: Taize, Marian prayer, the labyrinth, novenas, spontaneous prayer, praise-and-worship, prayer in nature, journaling, and much more. These sessions will include an explanation of the prayer form and an opportunity to experience that prayer, ending with a time of reflection and conversation.

These sessions will be assigned by the conference staff – with the goal that your group will have experienced a wide variety of forms in which to share with each other.

**Youth Workshops**  
(for those who will be in high school  
during the 2010-2011 school year)

- A. Unseen, Mystical Realities of Mass**  
The Mass comes alive when you understand the awesome power of God's love within it. We will look to understand why we do things at the Mass and what it all means.
- B. Preach the Gospel and use words if necessary**  
Let's share the Good News of our relationship with Jesus to others. Gain confidence in sharing your faith story with your peers and giving witness talks at events. Learn how you can be a witness to your school and community.
- C. Champions of Faith**  
Sports play such a huge role in many young people's lives and in our communities as well. You can get in the game without leaving your faith on the sidelines. Game ON. Faith ON!
- D. <3 2 <3 (Heart to Heart)**  
All healthy relationships can involve conflict and compromise. You can create better relationship skills with joy and compassion towards everyone in your life.
- E. i-God in MyFace**  
The "screens" of Facebook, texting, iPod, TV and movies are filled with faith. Can you see God in the screens of your life? Discover how the technology we use can make our faith life better.
- F. Be the Change**  
We are told "to do justice, love kindness, and to walk humbly with our God." (Micah 6:8) How can we serve others in our communities and in our world?
- H. Word Become Flesh**  
Discover how Scripture applies to your life today and how to make it come alive in creative ways.
- J. Y- Catholic**  
What are the struggles you have in understanding the Catholic faith? Discover that you are not alone – but there are answers to all those tough questions.
- K. Who Am I**  
An inspiring time to look inward at your self-esteem and how you can be affected positively and negatively as leaders. Find out ways that you can improve your own self esteem and how you can effect the self esteem of others.
- L. Tough Stuff**  
We will give you insight to how the situations teens face intersect with God's plan for you. Tips will be shared on how to deal with the moral issues of an everyday teen.
- M. I've Been Thinking**  
Those thoughts of vocation are God's voice. Go deeper with the discernment of religious life or priesthood. Reflect on the characteristics that will make you the best you can be. Meet personally with someone who has walked in these shoes.

**Collegiate Leadership Workshops**  
(only graduating high school seniors and current college  
students may select from the following list)

**Workshop Round #1 (Sat., June 26 @ 10:15 a.m.)**

*Please choose your first and second choice from this list.*

- N. Love & Friendships: Keeping God at the Center**  
What makes a healthy relationship – and how can you keep it all in balance? This session will also help participants understand how to keep God and spirituality at the center of everything.
- P. Putting God in the Mix: Tools for Ethical & Moral Decisions**  
We're all faced with ethical, moral, and tough choices, but how do we decide what's best? This workshop will explore those questions with the spiritual tools of discernment and prayer.
- Q. Spiritual Popcorn: Finding God in Pop Culture**  
God is always present in our world... yes, even when we're having fun. This session will explore how we can find and then use the spiritual lessons imbedded in our favorite movies, television shows, music, sports, and other pop culture experiences.
- S. What's Your Future? Discerning Majors and Life Goals**  
What do you want to do when you grow up? This workshop will take a look at the future and see how we can set our life goals, college majors, and dreams in motion right now.
- M. I've Been Thinking**  
Those thoughts of vocation are God's voice. Go deeper with the discernment of religious life or priesthood. Reflect on the characteristics that will make you the best you can be. Meet personally with someone who has walked in these shoes.
- Workshop Round #2 (Sat., June 26 @ 1:30 p.m.)**  
*Please choose your first and second choice from this list.*
- T. Share the Good News: Witnessing Your Faith on Campus**  
Jesus tells us, "Go and preach the good news" (Mk. 16:15), but how do we do that in today's world? This session will discuss the issue of evangelization and share ideas on how to witness the Catholic faith.
- U. Serving God's People: Missions, Peace, and Justice Work**  
Like Mother Teresa, Pier Giorgio Frassati, and Dorothy Day, we are challenged to feed the hungry, to provide shelter for the homeless, to tend to the sick, and to love the marginalized members of our society. So how do we do it? Where do we start?
- W. Praise the Lord: Leadership in Worship, Song, and Prayer**  
What does it look like when the Church gathers for prayer and worship? We will explore ways that we can truly make our liturgical experiences a celebration of the Lord.
- Y. Lead By Example: Peer Ministry & Church Leadership**  
As a young leader in the Church, others look up to you and follow you – so where are you leading them? This workshop will explore the ways you can be a peer leader in retreats, small groups, in parish and campus ministry, and by walking alongside others.

## Housing

### Rooms

Housing provided at the 2010 conference is dormitory-style housing. There are some dorms at Lewis University that are set-up in a suite arrangement; while others are not. There are also different configurations of rooms depending on the dorm. Some of the attendees will be in single rooms. Some attendees may be in double rooms. **ALL participants will need to be flexible.**

### Room Assignments

When youth ministry leaders arrive at the conference, they will be asked to assign their participants to dorm rooms. They will be given a dorm room sheet with their church's assigned rooms/beds. Youth ministry leaders will need to fill out the dorm room sheet and return it to Youth Leadership Conference (YLC) Central. **Come prepared!** *Some teens and adults may end up sharing a room with someone from another parish.* Dorms are designated as male or female dorms. Roommates are not to change the rooms in which they are placed – as the conference keep accurate lists of who is in what room, in the event of an emergency.

### Collegiate Housing

Current college-age young adults will be housed in a separate dorm. Graduating high school seniors will be roomed with their parish. The Young Adult Ministry Office will assign all rooms and keys for the current college students (but not high school graduate). All the rules and fines (listed below) will also apply to any and all collegiate young adults attending the conference.

### Dorm Rules

At no time are guys allowed in the girls' dorms or floors; nor are girls allowed in the guys' dorms or floors. The only exception to this is in the event of an emergency situation, which should be handled by a qualified adult. Because of the number of people attending the conference, there is no flexibility in this rule. Infraction of this rule will result in immediate dismissal from the conference at the participant's expense. Beds and mattresses are not allowed to be moved into other rooms. Only the assigned number of people can stay in any one dorm room: 1 for singles and 2 for doubles. This is very important for fire safety. **A \$20.00 fine will be assessed for any movement of mattresses.**

### Room Keys

Parish leaders will be given all the keys for their group at check-in. It will be the parish leader's responsibility to make sure that all the keys are returned during the check-out on Sunday. Current college students return keys to the Young Adult Ministry Office. **There is a \$50.00 fee for lost keys.**

## Adult Chaperone Requirements

**Adult chaperones must be 21 years of age or older.** Parish adult chaperones, including the parish leader, are responsible for the youth from your parish **at all times** during YLC 2010. Please see the Adult Chaperone Form for more details of chaperone expectations.

Because of the structure of this conference as well as the housing requirements, parishes are required to maintain a minimum ratio of **one adult for every seven (1:7) youth**. If your parish is bringing male and female youth participants, your parish must bring both male and female adult chaperones. In the past, parishes have shared chaperones between them to cover this requirement. **Parishes that are sharing chaperones for YLC 2010 must notify the Diocesan Youth Ministry Office when sending in their registrations.**

## Registration Instructions

### Registration Fees

The standard conference fee is **\$175.00 for all conference participants**. This fee includes the conference t-shirt, housing, six meals (Friday dinner; Saturday breakfast, lunch, and dinner; Sunday breakfast and lunch), and the participant's conference badge (which is the ticket to food, housing, breakout, and large group sessions throughout the weekend).

### Registration Due Dates

**IMPORTANT:** To meet Diocesan deadlines your forms and fees must be turned in a week prior to the Youth United office. Therefore, the dates in bold are the ones you should use!

#### **Early Bird Deadline: April 23, 2010**

**\$165.00 per person.** This "early bird" rate applies to parishes who register their participants online and submit all paperwork and fees by April 29 (and parishes will be responsible for everyone registered online). Money is non-refundable. Any substitutions to these registrations will be charged the difference in registration cost (\$10 during regular registration, \$20 during late registration)

#### **Regular Deadline: May 21, 2010**

**\$175.00 per person.** Registration online must be done by June 1 and parishes will be financially responsible for everyone registered online. All paperwork and money must be sent in no later than June 4. Money is non-refundable.

#### **Late Registrations: Until June 4, 2010**

**\$185.00. per person** is due at the time of registration. You must be registered online and all paperwork and fees must be turned in no later than June 9 (and parishes will be financially responsible for everyone registered online). Money is non-refundable.

**IMPORTANT:** Any payments not in by June 9 will receive a weekly interest charge of \$10.00

### Registration Forms

#### **HIGH SCHOOL YOUTH**

- Individual Registration form
- Youth Permission/Medical form

#### **COLLEGIATES**

- Individual Registration form
- Adult Medical form
- Collegiate Guidelines form

#### **ADULTS**

- Individual Registration form
- Adult Medical form
- Adult Chaperone form

### Other Forms

#### **FINANCIAL AID**

The Diocese of Joliet has limited funds to assist participants who meet certain criteria.

#### **CHOIR APPLICATION**

If you would like to be part of the YLC Choir, assisting in the worship experience, fill this form out. Be sure you can make any additional commitments!

#### **CONFERENCE ASSISTANT APPLICATION**

If you are a high school graduate and want to be part of the YLC staff, fill this form out. Be sure you can make any additional commitments!



**Diocese of Joliet**

Youth Ministry Office  
402 S. Independence Blvd.  
Romeoville, IL 60446

815-834-4044  
FAX 815-834-4067

**YOUTH LEADERSHIP CONFERENCE 2010  
INDIVIDUAL REGISTRATION FORM**

**Please indicate:** Youth      Chaperone      2010 HS Graduate      College-Age (Circle one)

**Participant Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**Parish Name:** \_\_\_\_\_ **Parish City:** \_\_\_\_\_

**Gender:** Male      Female      **Date of Birth:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Please indicate any dietary restrictions:** none      vegetarian      other \_\_\_\_\_

**Conference T-Shirt Size:** S      M      L      XL      2XL      3XL

**For Youth Participants Only**

Year of Graduation from High School: (circle one)    2011    2012    2013    2014

**Workshop Choice:** 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

**For graduating high school seniors and current college-age students participants only**

University/College Attending (with city): \_\_\_\_\_

Year in College for 2010-2011: (circle one)

Freshman      Sophomore      Junior      Senior      Graduate Student      Other / None: \_\_\_\_\_

Please list a parish staff member, pastor, young adult minister, or a campus ministry staff person at your college or university who could be a reference for you. Please list their position, contact phone and/or email, and their relationship with you.

\_\_\_\_\_

CLC Workshop Choices:      Round 1    1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_      Round 2    1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Please indicate your roommate preference: \_\_\_\_\_

Other Information: \_\_\_\_\_



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**PERMISSION FORM FOR YOUTH LEADERSHIP CONFERENCE:  
JUNE 25<sup>th</sup> to June 27<sup>th</sup>**

**GENERAL PERMISSION FORM**

I request that my child, \_\_\_\_\_,  
be allowed to participate in the Youth Leadership Conference  
event, located at Lewis University, Romeoville, IL on the  
following day(s): from Friday, June 25, 2010 to Sunday, June  
27, 2010. I hereby release and indemnify my parish,  
\_\_\_\_\_,  
its staff, volunteers, and the Diocese of Joliet from any and all  
liability arising from claims of any kind or nature whatsoever  
from my child's participation in this event.

**Videotaping and Still Photographs**

Video and still photographs may be taken during this event.  
This authorization form constitutes permission for my child's  
participation in the videotape and/or still photographs, which  
may be used for future promotional efforts, including the  
Diocese of Joliet website.

**Code of Behavior**

You are representing Youth Ministry in our diocese during  
this event and we expect you will represent us well. We expect  
that you will display mature and responsible behavior, which  
for many years has been the trademark of Catholic youth and  
adults of our diocese.

**Some Expectations:**

1. All participants are expected to arrive on time.
2. All participants are expected to demonstrate common  
courtesy and respect at all times. Inappropriate  
language/behavior will not be tolerated.
3. Socializing should always be done in public areas.
4. Dress should reflect the value of modesty. Writing on  
clothing should reflect Christian values.
5. The possession or consumption of any alcoholic beverage  
and/or possession/use of any illegal drug is not permitted.
6. Smoking is not permitted.
7. Weapons and/or drug paraphernalia are not allowed.
8. If under the age of 18, prescription drugs need to be given  
to an adult from your parish for storage and distribution.
9. Infraction of these rules can mean immediate dismissal  
with no refund. Participants will be responsible to local  
authorities as well.

I understand and agree to this Code of Behavior. I also  
understand and agree that at the time of an infraction requiring  
my dismissal, I am responsible for my removal from the  
premises and any costs involved.

*If under the age of 18, I also understand and agree that my  
parents or guardian will be notified at the time of an  
infraction requiring my dismissal. My parents or guardian will  
be responsible for my removal from the premises and any  
costs involved.*

Teen Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date \_\_\_\_\_

**Medical Permission Form**

I grant permission for the administration of First Aid to my  
child, \_\_\_\_\_, by the  
people in charge of the 2010 Youth Leadership Conference  
event, and those transporting my child to and from the event  
as their judgement deems advisable, and to make the  
necessary referrals to qualified physicians for the treatment of  
illness or accidents of a more serious nature. I understand I  
will be promptly notified in the event of any serious illness or  
accident and prior to any major surgery, except when delay in  
such communication would endanger life. In the case of a  
medical emergency, I understand that every effort will be  
made to contact the parent/guardian of the participant. In the  
event that I cannot be reached, I hereby give permission to the  
physicians selected by the adult staff to hospitalise, secure  
proper treatment for, and to order injection, anesthesia, or  
surgery if deemed necessary for my child.

Participant's Name: \_\_\_\_\_

Birth Date: \_\_\_\_\_

Parent's Home Phone: \_\_\_\_\_

Parent's Cell Phone: \_\_\_\_\_

Allergic to medication/other? NO YES (circle one)  
If YES, please describe:

Medication(s) presently taking: \_\_\_\_\_

\_\_\_\_\_

**INSURANCE INFORMATION**

Policy in the name of: \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Authorized Physician: \_\_\_\_\_

Phone #: \_\_\_\_\_

**If parent(s) can't be reached**  
In case of Emergency, contact: \_\_\_\_\_  
Phone #'s: \_\_\_\_\_



## Diocese of Joliet

### Youth Ministry Office

102 S. Independence Blvd.  
Romeoville, Illinois 60446

815-834-4044  
Fax 815-834-4067

## *Adult Chaperone Policy for Youth Ministry Events*

Thank you for your willingness to further the message of Christ to youth through your participation as an Adult Chaperone. Youth Ministry cannot happen without adult involvement. Your presence, encouragement, and empowerment of youth are critical to the success of Youth Ministry at your parish in the diocese. The following Adult Chaperone Guidelines have been developed to help you in your role as Adult Chaperone:

### General Chaperone Conduct

Adult chaperones should reflect mature and responsible behavior. As models of appropriate Christian behavior, Chaperones are asked to follow the Code of Behavior as well. In addition to leading youth by modeling a positive attitude and involvement, we ask that all adults refrain from consuming drugs and alcohol and from smoking. It is important for the youth to realize that the chaperones from their parish are there to walk the journey with them.

### Supervision of Youth

All adult chaperones are responsible for the supervision of the youth participants from their parish. This extends to all youth at diocesan events when inappropriate behavior is observed. Please be familiar with the Code of Behavior. It is imperative that all adults are willing to confront behavior code violations. Serious behavior code violations are to be brought to the attention of the parish leader. If it is a diocesan sponsored event, parish leaders are expected to disclose inappropriate participant behaviors to the people in charge of the diocesan event.

### Visibility Among the Youth

Please be intentionally visible and interactive with the youth participants from your parish. Your presence among the young people is very important. Please be consciously aware of the youth from your parish as well. Make frequent head counts, monitor time away from the group for bathroom breaks and other reasons, and communicate firm check-in times and locations to youth participants. Being attentive to their needs also can help you anticipate situations that might require your attention.

### Responding to Accidents

If there is an emergency that requires immediate medical attention, contact emergency services immediately. In the United States, dial 911. Please inform your parish leader (and if at a diocesan event, the diocesan staff person responsible for the event) as soon as possible of any accident. If medical attention is required, but not on an emergency basis, make the participant as comfortable as possible within the boundaries provided by the Youth Medical Permission Form. Then, contact the participant's parents as soon as possible. (This is normally the responsibility of the parish leader or diocesan staff person in charge of the event.) Please be sure to stay in communication with the parish leader and/or the diocesan staff person in charge of the event. It is important to use the Accident/Incident Form for Youth Events to document what happened to cause the accident and the steps taken to provide attention or treatment following the accident. This should be turned in to the parish or diocesan leader.

### Providing Guidance and Encouragement to Youth

There may be times when young people have difficulty focusing, following directions, or cooperating for many reasons. Speak to the person privately in a gentle and direct manner. You may have to remove the individual from the group setting (which is highly recommended) in order to have that conversation. (See the guidelines below for Safety of Youth and Adult Participants.) It is important that you not publicly humiliate another person. If needed, please do not hesitate to ask other adult chaperones or your parish leader for help, especially if the cause of these behaviors is beyond your ability to respond.

### For the Safety of the Youth Participants and Adult Chaperones

No adult should be alone in an enclosed area with a youth participant. Conversations with youth should take place in a public location. If you are speaking to youth in a room, make sure the door to that room remains open. When responding to situations in opposite-sex housing, make sure another adult is present and announce your presence prior to entering the area. See “Protecting God’s Children” below.

### Diocese of Joliet Requirements for the Protection of Children and Young People

Adult chaperones are required to have a criminal background check performed and attend Protecting God’s Children (VIRTUS) training prior to chaperoning an event with minors. Please see the parish leader in charge of this event for information on how to do this.

### Responsibility to Report

Adult chaperones have the responsibility to report the following information concerning youth:

<b>Type of Information to Report</b>	<b>Timeframe to Report It</b>	<b>Who to Report it To</b>
Serious behavior code violations (at the event)	As soon as possible	Parish leader or diocesan staff person in charge of event
Accident or injury (at the event)	<ul style="list-style-type: none"><li>▪ Immediately if emergency treatment is required</li><li>▪ As soon as possible if not an emergency situation</li></ul>	<ul style="list-style-type: none"><li>▪ Emergency services first, then parish leader, parents, and diocesan staff in charge of the event</li><li>▪ Parish leader, diocesan staff in charge of the event, and/or parents</li></ul>
Suicide thoughts or threat If a person is an immediate danger to themselves or others	Immediately	Parish leader, diocesan staff in charge of the event, and/or parents.
Disclosure of physical or sexual abuse	Immediately	Parish leader, diocesan staff in charge of the event, and/or parents. This also needs to be reported to the appropriate authorities (government agency).

### Videotaping and Still Photographs

Videotaping and still photographs may occur during this event. These may be used for marketing future events of this nature. Registration for this event constitutes permission for possible participation in videotaping and/or still photographs.

As an adult chaperone for a parish attending this event, I understand my responsibilities and agree to abide by these guidelines.

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Signature

Date



**Diocese of Joliet**

Youth Ministry Office  
402 S. Independence Blvd.  
Romeoville, Illinois 60446

815-834-4044  
Fax 815-834-4067

**ADULT MEDICAL INFORMATION FORM**

**Personal Information**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address \_\_\_\_\_  
Street City Zip

Phone #'s: \_\_\_\_\_

Email Address(es): \_\_\_\_\_

Emergency Contact Name and Number(s): \_\_\_\_\_

**Allergies and Medical History**

Allergic to medication/other? No \_\_\_\_\_ Yes \_\_\_\_\_

If yes, please describe:

Medications presently taking: \_\_\_\_\_

**Please list other Health Problems and Describe** (use additional paper, if necessary)

<b>Problem</b>	<b>Description</b>

**Insurance Information**

Policy in the name of \_\_\_\_\_

Insurance Company \_\_\_\_\_

Policy Number \_\_\_\_\_

Authorized Physician \_\_\_\_\_

Physician's Phone # \_\_\_\_\_



# Diocese of Joliet

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## Young Adult Ministry Office

402 S. Independence Blvd.  
Romeoville, Illinois 60446

(815) 834-4047 (ph)  
(815) 834-4067 (fx)

## COLLEGIATE GUIDELINES

*Collegiate and Young Adult Policy for Events with Children & Youth*

Thank you for your participation in this event. Because youth will be present at this program, the following guidelines have been developed to ensure the safety and protection of the younger participants at the event. Collegiate-age young adults, no matter how young they are, are now considered *adults* – and must abide by the guidelines of all adult participants at events such as these.

### General Conduct

Young adults should reflect mature and responsible behavior. As models of appropriate Christian behavior, these adults are asked to follow the high school participants' *Code of Behavior* as well. In addition to modeling a positive attitude and involvement for the young people present, collegiate participants will refrain from consuming or being under the influence of drugs and alcohol and from smoking, as well as any behavior that is inappropriate in a Catholic Christian setting. It is important for the youth to realize that all the adults present (regardless of their age) are there to walk the journey alongside them.

### Responding to Accidents

If young adult participants witness an emergency that requires immediate medical attention, it is critical that they contact emergency services immediately (in the United States, dial 911). Please inform an event leader of any incident as soon as possible (and if at a diocesan event, the diocesan staff person responsible for the event). If medical attention is required, but not on an emergency basis, young adult participants should make the participant as comfortable as possible within the boundaries provided by their *Youth Medical Permission Form*.

Please be sure to stay in communication with the program leader and/or the diocesan staff person in charge of the event. It is important to use the *Accident/Incident Form for Youth Events* to document what happened to cause the accident and the steps taken to provide attention or treatment following the accident. This should be turned in to the parish or diocesan leader.

### For the Safety of the Youth Participants and Adults

**No adult (over 18) should ever be alone in an enclosed area with a youth participant (age 18 and under).** Conversations with youth participants should take place in a *public location*. If you are speaking to youth in a room, make sure the door to that room remains open. Care should be made to have another adult in the general vicinity during any conversations in such settings. Furthermore, youth are not permitted to be overnight guests in the residence of any adults, *including collegians and young adults*; likewise, these same adults are not permitted to be overnight guests in the residence of any youth.

The following forms of physical contact between young adults and minors are considered inappropriate and are *not* to be used: lengthy embraces; kissing on the mouth; holding minors over age five on the lap; touching the buttocks, chest, genital areas, or the knees/legs of a minor; sleeping in a bed, sleeping bag, or small tent with a youth; wrestling, tickling, and roughhousing; piggyback rides; any type of massage given by a youth to an adult

and any type of massage given by an adult to a youth; any form of unwanted affection; and compliments that relate to physique or body development.

Furthermore, if you witness or see another youth and young adult in any of the circumstances above (or talking about engaging in any of the above) or if you know a minor has been in any of these situations, it is your responsibility to confront the situation and notify the event leaders immediately.

### Responsibility to Report

Part of the role that all adults have in an intergenerational setting is to look out for those who are younger than they are. It is the responsibility of all adults, *including collegians and young adults*, to report any issues that might harm or violate anyone else at the event, especially those under the age of 18.

You must take the responsibility to report the following information concerning youth:

Type of information to report:	Timeframe to report it:	Who to report it to:
Serious behavior code violations (at the event); for details, see the <i>Code of Behavior</i>	As soon as possible	Parish leader or diocesan staff person(s) in charge of the event
Accident or injury (at the event)	<ul style="list-style-type: none"> <li>▪ Immediately if emergency treatment is required</li> <li>▪ As soon as possible if not an emergency situation</li> </ul>	<ul style="list-style-type: none"> <li>▪ Emergency services first, then the parish leader, parents, and diocesan staff in charge of the event</li> <li>▪ Parish leader, diocesan staff in charge of the event, and/or parents</li> </ul>
Suicide thoughts or threat; and if a person is in an immediate danger to themselves or others	Immediately	Parish leader, diocesan staff person(s) in charge of the event, and/or parents.
Witness of or the disclosure of any physical or sexual abuse  (as well as any <i>realistic potential</i> issues of abuse)	Immediately	Parish leader, diocesan staff in charge of the event, and/or parents.  This also needs to be reported to the appropriate authorities (police, etc.).

### Videotaping and Still Photographs

Videotaping and still photographs may occur during this event. These may be used for marketing future events of this nature. Registration for this event constitutes permission for possible participation in videotaping and/or still photographs.

**As an adult attending this event, I understand my responsibilities and agree to abide by these guidelines and to follow the rules of the *Code of Behavior* and all the other rules and regulations of this event.**

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**Signature**

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**Date**



# Diocese of Joliet

## Youth Ministry Office

St. Charles Borromeo Pastoral Center  
402 S. Independence Blvd.  
Romeoville, IL 60446

Phone: 815-834-4044  
Fax: 815-834-4067

## FINANCIAL AID

The Diocese of Joliet has limited funds to assist participants who take part in the **Youth Leadership Conference** and meet the following criteria:

1. Participants must be actively involved in parish youth ministry/faith formation programs.
2. Assistance will be granted on a "first come" system based on need and availability of funds.
3. Scholarships shall not exceed the cost of the Youth Leadership Conference registration fee and will be awarded to cover the cost of the registration only. No scholarships are being offered to cover the cost of transportation.

### STEPS FOR APPLICATION

1. Complete the lower half of this document and return to address above.
2. **Please return application no later than April 15, 2010.**
3. Notification of Grants will be returned to **the parish contact** on or before **April 22, 2010.**

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### FINANCIAL AID ASSISTANCE

Name(student): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail \_\_\_\_\_

Parish: \_\_\_\_\_ City: \_\_\_\_\_

Parish Contact / Youth Minister \_\_\_\_\_

Amount Needed: \$ \_\_\_\_\_

I have need of financial aid for this event because: \_\_\_\_\_

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**Diocese of Joliet**

Youth Ministry Office  
402 S. Independence Blvd.  
Romeoville, IL 60446

815-834-4044  
FAX 815-834-4067

**YLC 2010 Conference Assistant (CA) Application**

please complete the application and return it to the address above  
**NO LATER THAN April 20, 2010**

( ) I am interested in being a Conference Assistant and helping throughout the weekend.      Fee      \$75.00

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Home or Summer Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone #: ( ) \_\_\_\_\_ E-Mail: \_\_\_\_\_

Home Parish: \_\_\_\_\_ City: \_\_\_\_\_

Age as of June 2010: \_\_\_\_\_ Birth date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Male      Female

If attending college, please list current college or university \_\_\_\_\_

T-Shirt Size:    Small    Medium    Large    X-Large    XX-Large

How many times have you attended YLC?      \_\_\_\_yrs as a Participant      \_\_\_\_yrs as a CA/Staffer

Please answer the following as completely as possible.

1.      During high school, were you involved in youth ministry? If so, how?
  
2.      Have you been involved in helping your home parish's youth ministry since graduating? Why or why not.
  
3.      Are you involved in campus ministry or a young adult ministry currently? If so, how?
  
4.      List an Adult Minister or an Adult Mentor that can speak to your faith growth or leadership role:

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

**STAFFERS:**

\_\_\_\_\_ (initial) I agree to attend the following

1. all three days (June 25-27) of YLC
2. a Staffer Training session, Thursday, May 27<sup>th</sup> 7:30-9:00 p.m.
3. Attending a Protecting God's Children Workshop



**Diocese of Joliet**

**Youth Ministry Office**  
402 S. Independence Blvd.  
Romeoville, IL 60446

815-834-4044  
FAX 815-834-4067

**Diocese of Joliet Youth Leadership Conference**  
**Choir Application**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Year in High School \_\_\_\_\_ or College \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent(s)'s Name(s): \_\_\_\_\_

Parish: \_\_\_\_\_

**Please answer the following questions briefly:**

The theme for 2010 Conference is "Thy Will Be Done." Name three songs that you know that support this theme and you would consequently like to have on the set list:

What do you feel are the most important functions of the choir at the Conference?

*Singers:* Do you know your range (SATB)?

*Musicians:* What instrument will you be willing to play in the choir?

In what key do you need that music?

Do you sight-read music?

How comfortable are you improvising or soloing on an instrument or with your voice?

Range: (uncomfortable) 1 .....10 (very Comfortable) \_\_\_\_\_

How many years have you been playing and/or singing?

Choir participants must be able to commit to the entire YLC weekend (June 25-27, 2010) and must register with their parish as a full participant in the weekend. There are also two mandatory practice dates: Sunday, June 6<sup>th</sup> from approximately 10 AM to 5:00 PM and Wednesday, June 16<sup>th</sup> from approximately 4:00 PM until 8:00 PM). At least two other optional practice sessions will be scheduled. Can you make this commitment? \_\_\_\_\_

This application must be received in the Office of Youth Ministry of the Diocese of Joliet by later than April 30, to the address above.

Your Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Question or Concerns Contact:** Kevin A. O'Donnell Conference Choir Director  
815 483-4676 or kevin@cathstuff.org

## Contacts for Youth Conference Questions

**Paul Mach**

*Director of Youth Ministry*

Ph: (815) 834-4044; Fx: (815) 834-4067

[pmach@dioceseofjoliet.org](mailto:pmach@dioceseofjoliet.org)

**Javier Aguilera**

*Director of Hispanic Youth & Young Adult Ministry*

Ph: (815) 834-4007; Fx: (815) 838-8129

[jaquilera@dioceseofjoliet.org](mailto:jaquilera@dioceseofjoliet.org)

**Nancy Ferencik**

*Administrative Assistant*

Ph: (815) 834-4048; Fx: (815) 834-4067

[nferencik@dioceseofjoliet.org](mailto:nferencik@dioceseofjoliet.org)

Check out the website for the 2010 Youth Leadership Conference:

<http://www.dioceseofjoliet.org/ym/YLCForms.asp>

## Contacts for Collegiate Component Questions

**Paul Jarzembowski**

*Director of Young Adult Ministry*

Ph: (815) 834-4047; Fx: (815) 834-4067

[pjarzembowski@dioceseofjoliet.org](mailto:pjarzembowski@dioceseofjoliet.org)

**Kevin A. O'Donnell**

*Director of the Office of Campus Ministry*

Ph: (815) 834-4022; Fx: (815) 838-8129

[kevin@cathstuff.org](mailto:kevin@cathstuff.org)

**Nancy Ferencik**

*Administrative Assistant*

Ph: (815) 834-4048; Fx: (815) 834-4067

[nferencik@dioceseofjoliet.org](mailto:nferencik@dioceseofjoliet.org)

Check out the website for the 2010 Collegiate Leadership Component:

<http://www.dioceseofjoliet.org/yam/clc2010.asp>

