

# Join Hands Day Planning Guide



ASSURED LIFE  
ASSOCIATION

## Join Hands Day 2019

May 4, 2019

Join Hands Day is the only national volunteer day on the Seasons of Service calendar that specifically targets and develops relationships between young people and adults through neighborhood volunteering. Youth and adults work together on an equal basis to plan, organize and implement the day's activities.

We have put this planning guide together to help members and Chapters plan a successful event.



**Assured Life Association** is a not-for-profit Life Insurer organized to give back revenues to its member customers through direct benefits such as college scholarships and summer camp grants for youth and through

discounts on other products and services. The Society also has a member-directed matching charitable giving program. Four national community service projects are promoted among Society member custom-

ers each year; including our National Food Drive, Operation Santa's Elves and Join Hands Day. Community service projects like Join Hands Day are who we are as a member community.

## Join Hands Day—May 4, 2019



With youth being involved in 36% of Chapter social events each year, an average of 4 youth in attendance to each event, it is a shame that none of our Chapters do a Join Hands Day project. In talking with a couple members of the Committee of Fraternal Affairs, it became evident that perhaps we need to provide a special focus on how this community project is supposed to work. The two major stumbling blocks for Chapters seem to be:

**Finding a Youth Group to partner with is one of the very first steps in planning a successful Join Hands Day Event!**

youth group in the decision of what to do for a project. If they are into it, the project will be much more successful and fun. Having said that, it is a **good idea to be able to throw out some ideas for a project.** Included in this guide, we have put some ideas together for you to present at your planning meeting.

### **We don't have any youth in our Chapter.**

One member indicated that the youth that have a membership connection of some kind are too young to do a project like this, or the Chapter does not have a youth group or youth members. That is a legitimate concern. However, we all know some school-aged kids; whether it is through

your church, a Boy Scout or Girl Scout troop or other youth organization. **Finding a youth group to partner with is not that difficult, but is one of the first steps you need to take in putting on a Join Hands Day project.** An incentive for the youth group is the fact that as a result doing a Join Hands Day project with your Chapter, they are eligible to apply for one of our Society's Summer Camp Grants, regardless of whether their parents or grandparents are members.

**What to do?** One member confessed that the Chapter leaders were just not sure what they wanted to do for a Join Hands Day event. This is where trust in our youth comes in. It is very important to include the



## Steps and Timeline in the Planning Process

### **1. Start a Join Hands Day Committee**

Establish a Join Hands Day Committee and designate a project leader for your Chapter. Be sure your committee chair uses the Activity Reporting Form and Activity Summary Report to keep track of your hours and number of members/volunteers involved. A

copy of each is provided in this guide.

### **2. Identify the Youth Group to Partner With**

As stated above, identifying a youth group to work on the project with your Chapter is very important. Once you have established that, the rest will come naturally.

### **3. Choose a Project**

It is important to include the youth in the decision process of choosing a project. Let the group brainstorm on project ideas and have some ideas of your own to throw into the mix. Age of the youth, age of the adults and abilities and physical limitations of both all play a role in what project



## Steps and Timeline in the Planning Process

your group is best suited for.

### 4. Planning

Get together with your youth group to solidify the project and put together a list of resources or supplies that will be needed for the project or if there are other projects the group needs to do ahead of time to get ready for the Join Hands Day event. Identify individual members to be responsible for securing the items needed. Decide the time of day and amount of time needed to do the project or any project preparations. Announce the project at your Chapter meeting and recruit members to help with the project.

### 5. Nail Down the Details

Get the group together one last time to nail

down the details and make sure everything is in place to make the project successful. Define specific tasks to be completed. Identify a member to take pictures during the event and of the group.

### 6. Join Hands Day May 4, 2019

### 7. Report Your Project to the Home Office

Obviously, we want to hear about your project and get the pictures to be able to use on our website and various publications. It's a fraternal story that writes itself!

Depending on your group and the length of time needed to decide on a project, you can combine Choosing a Project with Planning. Spreading the planning out helps to take the stress out of putting on the Event.

**What to do** can be very intimidating and a tough hurdle to get over initially. The age of the youth, age of the adults and the abilities and physical limitations of both are important when deciding on a project. The next section in this guide provides some simple project ideas that may be suitable for your project. When you are brainstorming ideas, be sure to throw out some of these to the group;

### OR

If one of these projects hits your fancy, select that project and then find a youth group to help with that specific project. It does take the youth out of the decision-making for what project to do, but you can include them in the planning meetings for the event.



*The age of the youth, age of the adults and the abilities and physical limitations of both are important when deciding on a project!*

## Join Hands Day Project Ideas

### 1. Have a Food Drive Scavenger Hunt

How about combining Join Hands Day with the National Member Food Drive? Kill two birds with one stone so to speak. And the scavenger hunt may bode well with your youth group. You will find a Food Drive Scavenger Hunt Kit on our Website under National Service Campaigns/ Food Drive.

You could take this idea a step further and **build a**

**Food Build out of the food collected.** Kids would love to build a structure to earn the local food bank/pantry a minimum \$100 donation!

### 2. Have a Food Drive

If the Scavenger Hunt seems like a bigger project than you are willing to do, how about just a simple Food Drive? Ask a local grocery store to set up a collection point outside of the store and provide people flyers as they go inside to shop.

The flyer should contain the needs of your local food bank/pantry.

You could still do a Food Build with the kids.

### 3. Prepare Sandwiches and Personal Care Kits for the Homeless

This project is also a great opportunity to educate our youth about the homeless.

### 4. Have a Backpack/ School Supply Drive

Although it seems early

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# Assured Life Association Fraternal Activity Reporting Form

**Community Service/Charitable Events** are those activities that assist needy individuals, non-profit organizations or improve the community-at-large, including all planning and organizing meetings. Use this reporting form to keep track of your hours. Complete a separate form for each activity of your event; planning/organizational meeting, event itself, delivery time (for food drives, school supply drives, toy drive, etc.).

I am reporting as  an individual member  a Chapter

### Type of Community Service Activity/Event:

**Short Description:** \_\_\_\_\_  
(Join Hands Day, Holiday Party, Food Drive, School Supply Drive, etc.)

### Other Organizations involved in the Event (if applicable):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Category of Activity/Event:

- Committee or Organizing Meeting  Event Itself
- Event Clean Up  Delivery (for food drives, school supplies drive, etc.)
- Other (describe here: \_\_\_\_\_)

(1) Number of Volunteers Involved in the Activity: \_\_\_\_\_ (2) Number of Guests: \_\_\_\_\_

(3) Hours of Activity/Event (round to nearest hour): \_\_\_\_\_ (4) Total Hours: \_\_\_\_\_  
(1 + 2) x 3

Date of Activity: \_\_\_\_\_

Chapter: \_\_\_\_\_

Individual Completing This Form: \_\_\_\_\_

DELIVER THIS FORM TO YOUR CHAPTER SECRETARY FOR INCLUSION IN THE ANNUAL CHAPTER REPORT

## Join Hands Day Project Ideas

*(Continued from page 3)*  
for this kind of project, it is a good one to do with kids. Their parents understand how expensive school supplies are and for the poor it is impossible to obtain.

### 5. Have a Spring Clean Up Day in a Park or Do Some Yard Work for the Elderly or Someone with Physical Limitations

This project is a little bit more labor intensive, so probably better to work with older kids and able adults. But to help an elderly person by doing some outdoor painting and cleaning up of the yard is such a great thing for young people to be a part of.

### 6. Make May Baskets for the Elderly

Pick a local Nursing

Home and make up May Baskets for the residents. Have the kids decorate the baskets. The Chapter can purchase the baskets, supplies for decorating, a small plant (African violet), sugar-free candy, flavored tea bags, etc. to include in the baskets. Have the kids present the baskets to the elderly. The adults can help the kids greet and visit with the residents.

### 7. Plant Flowers, Shrubs, Trees and/or Plants in a Park or at a Nursing or Group Home

Have a green thumb? Know a landscaping architect or master gardener? This is a great project that helps beautify a park or creates visual interest for the elderly at a nursing or group home. Maybe your town has planter boxes around town that

your group could help plant flowers in.

### 8. Rent or Borrow Wii Consoles and Video Games and Take to a Nursing Home for Youth and Residents to Play Wii Games

Wii games have been proven to help seniors stay active and moving. And what kid doesn't like playing video games? Have a Wii bowling tournament with each team made up of both seniors and youth. Have prizes for the winning team, highest score and lowest score.



*Your Join Hands Day project does not have to be labor intensive. There are so many things that you can do that are easy on the back!*





# Assured Life Association

## Chapter Fraternal Activity Summary Report

Use this form to summarize or total all individual Chapter fraternal activity reporting forms for one fraternal support or community service project or to total all events by type for Chapter annual report.

**Type of Activity/Event:**

Fraternal Support/Social Event    Community Service/Charitable Event

**Short Description:** \_\_\_\_\_  
(Join Hands Day, Anniversary Dinner, Holiday Party, Food Drive, etc.)

**Number of Events/Activities Involved to put on the Event:** \_\_\_\_\_ (total of committee or organizational meetings, other activities related to the event and the event itself)

**Total Number of Members/Nonmembers Involved in the Event:** \_\_\_\_\_ (total of all individual activity reporting forms)

**Total Hours Involved in the Event:** \_\_\_\_\_ (total of all individual activity reporting forms)

**Date of Summary:** \_\_\_\_\_

**Chapter:** \_\_\_\_\_

**Individual Completing This Form:** \_\_\_\_\_

**DELIVER THIS FORM TO THE CHAPTER SECRETARY  
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Regardless of what you decide to do for a Join Hands Day project, please remember to report it to the home office and make sure you take pictures throughout the process.

The pictures used in this planning guide come from past Join Hands Day projects of our Chapters. At one time, many Chapters were involved in Join Hands Day. Since then, involvement has been lacking.

Let's make a commitment for 2019. **It starts with us.** If you need any assistance at all, I hope that you will call on the fraternal department. We will be happy to help any way we can.



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ASSOCIATION

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