

B. Secretary

1. Secretary will record the minutes of the meetings.
2. Secretary will send the minutes to the members and advisors via email and post them to the blog/PYC web-site within one week of the meeting.
3. Secretary will write thank you notes/emails to all volunteers and presenters at PYC events.

C. Chaplain

1. Chaplain is the spiritual leader.
2. Chaplain is expected to prepare and share devotions at the beginning of each meeting and close the meeting with prayer.
3. Chaplain will assist in planning the worship experience at all events and retreats.

D. Media Specialist

1. Media Specialist will be responsible for the blog/PYC website.
2. Media Specialist will be responsible for power point presentations.

E. C.E.O. (Caring Encouraging Officer)

1. C.E.O. will serve to communicate with & encourage PYC members, via email, phone, chatting, and blogging.
2. C.E.O. will send birthday and sympathy cards to all members.
3. C.E.O. will help maintain order at meetings and is available to fill in for responsibilities of absent officers.



Central Florida Presbytery Presbyterian Youth Council By-Laws



Questions?

Contact Erin Davenport

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**Visit us online: www.cfpresbytery.org
(See Youth Page for downloadable docs.)**



Central Florida Presbytery Presbyterian Youth Council By-Laws

I. PURPOSE

The Presbytery Youth Council is responsible for the planning and implementation of programs for youth in the Central Florida Presbytery. The Presbytery Youth Council provides opportunities for open discussion about issues pertaining to youth and faith. The Presbytery Youth Council experience helps its members grow in faith, learn to respect the opinion of others, and learn to work together as adults and youth. It also teaches them to be responsible and follow through on their commitments, while giving them opportunities to develop leadership skills.

II. STRUCTURE OF THE PYC

- A. Up to two youth representatives (grades 10-12) from any one church in the Central Florida Presbytery with a total membership not to exceed 20 members.
- B. Up to one adult advisor for every five youth.
- C. The Coordinator of Youth and Camping Ministries from the Presbytery staff (who has no voting power, except in the case of a tie).

III. MEMBERSHIP AND REPRESENTATION

A. Youth representatives must be in grades 10-12 and must be active participants in their local churches and youth groups. They must be willing to serve a two-year term. Youth may reapply for the position through their churches at the end of their two-year term. Youth entering the 12th grade may be accepted for a one year term.

B. Youth who wish to serve must complete an application package which includes the following:

- ✓ a copy of the by-laws
- ✓ a student application
- ✓ a parental covenant
- ✓ a medical form
- ✓ a reference form completed by youth advisor or pastor.

C. If more than two youth from one church wish to serve on the PYC, the church should contact the Coordinator of Youth & Camping Ministries.

D. Applications will be reviewed in July and December. Applicants will be notified of their acceptance as soon as possible and will be invited to join the PYC at its next meeting. The term for a representative joining the PYC in January will expire in June of their second year.

E. Local churches not represented on the PYC may send up to two representatives to a stated meeting as observers. Such individuals may be granted the privilege of the floor, but

may not vote. Churches with representation may request to send an observer by contacting the Coordinator of Youth and Camping Ministries.

IV. RESPONSIBILITIES OF PYC MEMBERS

Members Must:

A. Make the PYC a priority in their schedules.

B. Attend and fully participate in meetings and events (appx. 10/year).

C. Plan, attend, and help implement youth events within CFP.

D. Complete assigned tasks. If a member is unable to complete an assigned task, that member must find a substitute.

E. Serve as liaisons between their Home Churches, churches in their geographical areas, and in CFP on issues relating to youth.

F. Attend a mandatory leadership retreat in late summer each year.

G. Participate as workshop leaders at events.

H. Become models of Christian love and leadership for other youth by abiding by all rules and guidelines when attending denominational events.

V. POLICIES

A. Attendance

1. Members may miss three events, including planning meetings, per year. After the third, the Leader Core and the Coordinator of Youth and Camping Ministries will review the application of

the member in question in order to consider dismissal from the PYC.

2. Missing the mandatory late summer planning meeting is equal to missing two events/meetings, leaving members only one more missed event/meeting before review.

B. Substance Abuse Policy

1. There will be no abuse of controlled substances at any PYC events. This includes drugs, alcohol, and tobacco. Youth who do not abide by this policy will be asked to leave the event at their parents' expense. Advisors attending a function are required to abide by this policy as well.

2. PYC members who are aware of individuals breaking this policy are to notify the Coordinator of Youth and Camping Ministries, who will in turn take the matter to the advisors of the church involved.

VI. PYC LEADERSHIP (Leader Core)

A. Co-Moderators

1. One Co-Moderator will moderate the meetings and maintain order.

2. Co-Moderators are responsible, along with the Coordinator of Youth and Camping Ministry, for preparation of the agenda for each meeting.

3. Co-Moderators will contact new members and invite them to the next meeting.

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