

WHAT BSM NEEDS from ADULT LEADERS

- ☑ **Participant Roster** including gender, age, any dietary restrictions, and special needs
 - Due: June 1
- ☑ If you're driving, **your type of vehicle and number of vehicles** so that we can let our parking lot know what to expect.
 - Due: As soon as possible
- ☑ One copies of each participant's **Medical Release Form**
 - Due: Upon your arrival at BSM
- ☑ Your group's or church's **Facebook or Twitter name, hashtag, or handle** so that we can connect on social media! Follow us on Twitter @BroadStreetMin, like our Broad Street Ministry Facebook page, and in any posts you make leading up to your trip, use the Youth Initiative #BSMYI!
 - Due: Anytime!

PACKING LIST

In addition to the obvious clothing and toiletry items, please have each participant pack:

- ☑ Water bottle! You will be asked to use this instead of paper cups to reduce waste. We'll make sure there is constant access to water and ice.
- ☑ Shower kit (including a **bag** for carrying shower supplies to and from shower sites)
- ☑ Lunch box
- ☑ Sleeping bag/sheets/blankets and a pillow
- ☑ Some spending money for your free afternoon
- ☑ Sunscreen, bug spray, and hat for outdoor work sites
- ☑ Shower shoes
- ☑ Bath towel
- ☑ Clothes to work and get dirty in
- ☑ Closed toe shoes
- ☑ Long pants (some sites require long pants, which you can carry with you to change when you arrive to work)
- ☑ Modest and appropriate clothing
 - Many sites have a policy about the length of shorts. When arms are resting at your sides, shorts should be at least middle fingertip length. We also do not recommend spandex or tight fitting bottoms for males or females. If the staff feels that any clothing is inappropriate for work sites, participants may be asked to change. If you have any questions or concerns on this policy, please contact us!

What not to pack:

- ☒ Drugs, alcohol, tobacco, fireworks, or weapons of any kind
- ☒ Gaming devices and video players
- ☒ Sleeping mat/cot/air mattress – we have enough cots for everyone!
- ☒ Fans – the room you'll be sleeping in has air conditioning!



FREQUENTLY ASKED QUESTIONS for ADULT LEADERS

What are adult leaders responsible for?

Group leaders and adults are responsible for assisting BSM staff in ensuring that all participants are safe, healthy, and upholding our commitments to each other for the week. Leaders are also responsible for assisting BSM staff and site volunteer coordinators in managing participants as they complete their work tasks. While BSM staff lead the small group discussions and work projects, adult leaders are responsible for helping to keep youth engaged in the conversation and maintaining a positive, motivated work ethic. Adults know your youth better than we do, so our staff relies on your presence and support in creating a deep and meaningful experience for all the youth! Finally, adult leaders are responsible for supervision of youth during any free time during the day and evening.

Trust BSM staff to ensure that all details of your experience are taken care of so that you can engage in meaningful ways with your group! If you would like to meet with your group, let us know, and we can work with you to allow time for that.

Time with the Youth Initiative prove to be a challenging week spiritually and physically; all participants should be healthy in mind and body enough to endure long (but not too long!) work hours and considerable amounts of walking. Please keep these responsibilities in mind while selecting your group leaders! Each evening, all group leaders will have the opportunity to meet with the Coordinator of the Youth Initiative & Alternative Breaks to bring up any joys, concerns, or questions.

Is there coffee for adult leaders?

Yes! We will provide the necessary caffeine (in tea and coffee) each morning with breakfast to adults only.

Are adult leaders allowed to have access to Internet and to cell phones?

Yes! We understand work requirements and important communication with family, so adult leaders have access to BSM's wifi network and are welcome to have their phones out when absolutely necessary. We prefer adult leaders to have access to easy communication in the event of an emergency. However, we do expect adult leaders to model appropriate use for the youth.

What if someone in our group has a dietary restriction or special need?

Our kitchen is fully capable of accommodating any dietary needs, and our building is ADA compliant with an elevator. The most important thing is to let us know well in advance of any special accommodations we may need to make (such as purchasing gluten free food or crafting a work site schedule that is fully handicap accessible).

If any youth is taking any medication that needs to be locked up or refrigerated, please label it and provide us with detailed instructions on appropriate storage and dosage. Also, be sure to document it on a Medical Release Form.

Do we need to pack any food?

Nope! BSM's executive chef and kitchen staff will be providing breakfast, lunch, snacks, and dinner for your group. Just make sure that you make us aware of any dietary needs you have so that we can accommodate!

If we drive, where do we park?

We have a relationship with a generous church just outside of the city who allows us to park for free in their parking lot. That being said, it is important to arrive no later than 3:00pm on Sunday to be led by a BSM staff member to the church and back to BSM via train. Plan to not be back with your vehicle(s) until the morning of your departure.

How are work groups created?

We create the work groups with the goal of promoting youth to build relationships with each other and with new people. While making the Neighborhood Groups (daily work groups), we ensure that there is always an adult leader

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from the sending church with the youth of the church. We also ensure that there is always an adult (whether BSM staff or adult leader) of each gender if the Neighborhood Group is co-ed. We will never have one youth to be the only youth in a Neighborhood Group from his/her own sending church. If an adult leader is the parent of a youth participant, we also try to put them in separate Neighborhood Groups. Suggestions on how to divide your group up are welcome and will be taken into consideration.

Where do we sleep?

Groups sleep in the Sunday School Room of BSM. It is one large room, but we separate and partition boys and girls on opposite sides. We can provide cots for all participants, so all you need to bring is bed linens or a sleeping bag. For the first time ever, the Sunday School Room will be air conditioned! This means it does get chilly through the night, so please make sure everyone brings a warm sleeping bag!



Will our belongings be safe when we are gone for the workday?

Yes! As soon as all Youth Initiative participants are gone for the day, we lock the doors to the room where participants stay and store their belongings. If you have anything incredibly valuable that you'd like to be even more secure, we can lock it in a staff office.

Where do we shower?

We have shower partners throughout the city, mostly in walking distance to BSM in Center City. Our current shower partners are diverse and include a luxurious gym with private shower stalls, a Quaker meeting place with showers, and a hotel that gives us rooms. The showers are always in sex specific restrooms, and privacy is ensured. Since showers are curtained and private, bathing suits are not required but an option.

Do we get any free time?

Groups who stay for a full week have free time on Wednesday afternoons from around 2:00pm to 7:00pm. BSM does not cover staffing, food, or activity planning during this time (we will provide a meal however if your group chooses not to eat out). Groups often coordinate their own agenda, and BSM is happy to provide suggestions! This is when spending money may be useful for individuals to spend as they wish.

There is not a full afternoon of free time built in for groups staying for just a short week (Sunday to Thursday).

Otherwise, the only other free time is each afternoon between the completion of groups' work and showering before dinner (differs among groups each day). This is good time to catch up on rest, to call home, or to take a walk to a nearby park. This is not the time to spend money going to Wawa, shopping, or other tourist attractions.

Will we be safe?

Broad Street Ministry and Arch Street Presbyterian Church are located in Center City, Philadelphia. Center City is home to the Avenue of the Arts, where you'll find many theaters and galleries, including the Kimmel Center for Performing Arts, the University of the Arts, The Wilma Theater, and The Academy of Music. We are also just blocks away from City Hall. In addition to proximity to these landmarks, the areas surrounding the churches are a collection of different neighborhoods. From those who visit downtown to conduct business by day to those who patronize the arts scene by night, there is an exciting mix of city life that has grown up around the church building. While we cannot control extraordinary circumstances, we ensure that your group will be housed in a safe neighborhood but with easy access to the variety of neighborhoods that exist in Philadelphia.

We visit all corners of Philadelphia in our work sites. While some may see the neighborhoods we visit as the "rough parts" or "dangerous parts" of the city, we see these neighborhoods as being stereotypically misunderstood and underrepresented. BSM has a longstanding relationship and presence with each of the work sites and communities

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we visit, allowing us to take groups there with minimal unnecessary risk. Furthermore, the Coordinator of the Youth Initiative & Alternative Breaks is in constant communication with work sites to assess current safety concerns of the areas participants visit. Primary goals of the Youth Initiative and Alternative Breaks include breaking down social barriers, engaging with communities different from our own, and acting with compassion towards all of God's creation. Doing so requires us to step outside of our comfort zone, but we will never do so if there is a direct threat to the safety and well-being of our participants.

Can we bring any donations?

Yes, please! If you are driving and have extra room, we welcome clothing and personal care/hygiene items. For a current list of what our particular needs are, please ask and we can guide you in how you can be most helpful! We also welcome and encourage monetary donations in the form of Sunday worship offering as well as additional financial contributions.

What is the weather going to be like?

Hot and humid! Although Philadelphia's summer temperature average remains in the mid-80s, it can range from the mid-70s to upper-90s. Especially during July and August, we often see high levels of humidity. Only a couple rooms at BSM are air conditioned, and many of our worksites are outdoors. We will assess the heat index and have excessive heat plans ready to ensure the health and safety of all participants.

Can we buy BSM merchandise?

BSM has t-shirts available for a suggested donation of \$20 each. You can pay in advance and have your order ready for you when you arrive, or you can pay in cash or check while you are here. We also have lunch boxes, drawstring bags, and water bottles available for a suggested donation of \$7 each.

Where will we be working?

An effort is made for your group to work at sites in a variety of areas of social justice. We work to balance the amount of outdoor sites and indoor sites, food related sites, sites working with children, among other factors. Some sites include:

- **Broad Street Ministry – Breaking Bread**
<http://www.broadstreethospitality.org>
- **New Jerusalem Now!**
<http://www.newjerusalemnow.org>
- **MANNA**
<http://www.mannapa.org>
- **Mill Creek Farm**
<http://www.millcreekurbanfarm.org>
- **Beacon**
<http://www.thewordatbeacon.org>

A NOTE ABOUT SOLIDARITY & ENGAGEMENT

The Youth Initiative expects that all participants, adults and youth alike, live simply and act in solidarity with the vulnerable populations with whom you will be engaging. You can do this in a variety of ways. First, you can **refrain from consumerism.** Multiple convenience stores, coffee shops, and a shopping district surround BSM. As an act of solidarity for those members of our community who may not be able to spend a spontaneous \$5 on snacks, coffee, or soft drinks, your group is expected to dissuade yourselves from extraneous purchases. BSM is ready and able to provide all food, drink, and supplies you should require during your time with us. Additionally, not all participants attending the Youth Initiative will have the money to spontaneously buy treats. **Our rule of solidarity allows us to be in relationship with one another rather than in relationship with our money and material possessions.**

Another component of solidarity is our sleeping and showering accommodations. BSM is housed in a church that is over 100 years old, and while we do not yet have the modern convenience of beds or showers in our building, we

do guarantee cots and an off-site shower each day. **Take this week as a chance to live in solidarity, despite any mental and physical discomfort, with those whom you are serving.**

Finally, we limit the use of cell phones and technology to **free time hours only**. During all work hours, meal hours, and programming hours, all cell phones (for youth, adult leaders, and BSM staff) should be out of sight unless in the case of emergency, to communicate with other groups, or when it is an appropriate time for taking photos. **We limit the use of cell phones and technology in order to promote relationship building and community among people who are physically present.** That being said, participants are more than welcome to call home and to use their phones during the designated free times.

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