

**Formulation of a National framework
for the establishment of Amateur Radio club youth programs**

1. A National framework for the establishment of Amateur Radio club youth programs should be formulated through consultation with suitably experienced clubs and individuals and published online.
 - a. The purpose of the framework is to encourage youth participation in Amateur Radio club activities with the longer-term outcome of attracting new licensees.
 - b. The framework must address:
 - i. The safety and welfare of youth members in a predominantly adult club context;
 - ii. parental approval, supervision and involvement in club youth activities;
 - iii. strategies to attract interested young people from schools, scouting groups and the community;
 - iv. strategies to deliver a positive first experience of Amateur Radio to young people;
 - v. strategies to present Amateur Radio club activities in an appealing and engaging manner for young people;
 - vi. strategies to maintain the ongoing interest and participation of youth members and new licensees;
 - vii. strategies for the integration and interaction of young and older club members including youth representation at club meetings and adult mentoring;
 - viii. educational outcomes in the areas of science, technology, engineering and mathematics, through practical, hands-on experience with radio and electronics; and
 - ix. Amateur Radio examination and licensing outcomes.
2. The framework should be promoted by National Amateur Radio organisations for adoption by all Amateur Radio clubs. This promotion should include:
 - a. Establishing a National Amateur Radio club youth program committee, including representation from Amateur Radio clubs, experts and interested individuals.
 - b. Amateur Radio club review of the draft framework including call for comments and committee resolution of issues.
 - c. Review of overseas Amateur Radio organisation and club strategies and their performance.
 - d. Publication of the official framework.
 - e. Official recommendations and proposed schedule for clubs to implement the framework.
 - f. Incentives for clubs to implement the framework, including:
 - i. Recognition for clubs that have a youth program;
 - ii. annual awards for the best club youth programs;
 - iii. monetary grants for the implementation of youth programs;
 - iv. attracting sponsorships and scholarships from industry; and
 - v. National Youth On The Air competitions involving both individual youth stations and club youth stations.
 - g. Example Amateur Radio club youth program templates targeted at different club tier levels.
 - h. Media promotions including:
 - i. National youth program website and Amateur Radio club websites featuring:
 1. status of club youth programs;
 2. youth news articles;
 3. upcoming youth events;
 4. Showcase individual club youth activities
 - ii. magazine articles, broadcast news items, regular newsletters; and

- iii. school and community notice board brochures;
- 3. The framework should recommend that each club:
 - a. Create and democratically elect a new Youth Program Officer (YPO) position to the club committee.
 - i. The responsibility of the YPO should be to:
 - 1. Develop a club youth program in accordance with the National framework;
 - 2. work with the club administration to seek approval and funding of the program including grants and sponsorships;
 - 3. engage club volunteers to assist with the implementation of the program;
 - 4. implement the agreed program;
 - 5. report on the program to the club committee; and
 - 6. continuously improve and expand the program.
 - ii. The position of YPO should ideally be filled by a licensed member of the club who can:
 - 1. Identify with, relate to and enthusiastically engage to young members;
 - 2. demonstrate an interest in and commitment to furthering the participation of youth in the club;
 - 3. structure and implement fun, educational and training programs; and
 - 4. has or will apply for a working with children check.
 - b. Revise the club constitution, if required.
 - c. Admit youth as new members of the club.
 - d. Provide discounted club membership for youth, if possible.
 - e. Ensure club personal indemnity insurance covers youth members as well as their parents and visiting, prospective new members.
 - f. Announce the implementation of the agreed club youth program to all club members, emphasising the need for:
 - i. Youth safety;
 - ii. physical safety;
 - iii. security;
 - iv. adult supervision;
 - v. inclusion of youth members and their parents;
 - vi. integrated club activities;
 - vii. cooperation and mentoring;
 - viii. acceptable codes of conduct; and
 - ix. positive and constructive encouragement.
 - g. Ensure the compliance of all club members in accordance with the club constitution, the National youth program framework and the agreed club's youth program.

Example Amateur Radio club youth program template (item 2g above)

- 1. Introduction
 - a. This document sets forth a proposal for the formal establishment of "The XYZ Amateur Radio Club Youth Program", hereafter referred to as "the program".
 - b. it provides the details for the program's implementation and its on-going operation, including a preliminary start-up schedule and estimated establishment and running costs;
 - c. it is provided for comment, from the club membership, and review and consideration by the club committee; and

- d. at such time when it has been reviewed and is deemed acceptable, it should be put to the vote and ratified by the club membership.
2. Purpose (Why we are proposing a youth program)
 - a. The purpose of the program is:
 - i. To rejuvenate, revitalise and invigorate a long-established and esteemed club, which in recent times has been increasingly suffering stagnation and ageing membership.
 - ii. To give existing club members a new purpose, new interests, experiences and social contact.
 - iii. To increase club membership, resources, activities and community participation.
 - iv. To increase participation in, and the success of, the club's foundation licence education and examination program.
 - v. To comply with the National framework for the establishment of Amateur Radio club youth programs.
 - vi. To thereby gain recognition from Amateur Radio associations, clubs and the local community for this club's proactive approach to youth membership.
 3. Aims (What we hope to achieve by establishing a youth program)
 - a. In general:
 - i. To increase club membership and to strengthen it by diversifying the demographic of its members.
 - ii. To attract and retain new Amateur Radio licencees to the hobby.
 - iii. To foster club community engagement and participation, through youth outreach programs.
 - iv. To contribute to the wellbeing, education and career prospects of young members of the community, especially the disadvantaged.
 - b. For new, younger members:
 - i. To receive a first positive experience of Amateur Radio, as a worthwhile hobby and as an entry point into Science, Technology, Engineering and Mathematics careers.
 - ii. To become bone-fide youth members of the club, together with its privileges and responsibilities, receiving recognition for personal achievement.
 - iii. To participate in and contribute to all aspects of club life and activities.
 - iv. To gain interest and competency in radio and electronics, through club activities and by watching and learning from older members.
 - v. To grow in knowledge and respect for our forbears, the pioneers of wireless technology, and the modern-day practitioners of this art form.
 - vi. To seek leadership roles in special interest groups or to participate in the organisation of club activities.
 - vii. To gain an Amateur Radio Foundation Licence.
 - viii. To actively participate and compete in Amateur Radio sports such as DX contests, SOTA, Park activations and ARDF
 - ix. To maintain club membership and active Amateur Radio operator status.
 - x. To improve knowledge and skills and aspire to higher qualifications.
 - c. For existing, older members:
 - i. To renew a sense of purpose, self esteem and recognition for one's own knowledge and skills through engaging youth.
 - ii. To improve communication and social skills by mentoring younger members.
 - iii. To preserve the hobby for future generations by passing on enthusiasm, skills and experience to younger members.
 - iv. To benefit from reinvigorated club presentations, projects, contests and social events.

- v. To participate in new club and community activities inspired by the club's youth outreach program.

4. Implementation

- a. Youth program officer
 - i. Requirements
 - ii. Responsibilities
- b. Youth program group
 - i. Recruitment of volunteers
 - ii. Training
 - iii. Event planning
- c. Youth membership
 - i. Fees
 - ii. Written parental approval
 - iii. Rights and responsibilities
 - 1. Members
 - 2. Parents/Guardians
- d. Youth events
 - i. Integrated club meetings
 - ii. Youth meetings
 - iii. Presentations
 - iv. Field trips
 - v. Social events
- e. Youth activities
 - i. Learning activities
 - ii. Workshops
 - iii. Projects
 - iv. Missions
- f. Youth contests
 - i. Integrated club contests
 - ii. Youth On the Air
- g. Youth awards
 - i. SWL awards
 - ii. QSO awards
 - iii. Skill awards
 - iv. Award certificates
- h. Youth magazine
 - i. Publishing
 - ii. Editing
 - iii. Contributions
 - iv. Photographs
- i. Community advertising and promotion
 - i. Schools
 - ii. Scouts/Cubs
 - iii. Other
- j. Changes to the club Foundation Licence program
 - Education
 - Tuition
 - Exams
- k. Changes to the club constitution
 - Memberships types
 - Parent/Guardian participation

- I. Establishment schedule
- m. Establishment costs
- n. Running costs
- 5. Governance
 - a. Code of conduct
 - i. Equality
 - ii. Respect
 - iii. Special needs
 - iv. Duty of care
 - v. Offensive language and behaviour
 - vi. Inclusion
 - b. Supervision
 - i. Parent/Guardian
 - ii. Approved club members
 - iii. Training
 - iv. Working with Children Check
 - v. Mentoring
 - vi. Encouragement
 - c. Safety
 - i. Physical safety
 - ii. Accident reporting
 - iii. First aide
 - iv. Fire and Evacuation Drill
 - d. Security
 - i. Personal
 - ii. Premises & Assets
 - e. Insurance
 - i. Personal Liability Insurance
 - ii. Coverage of club activities
 - f. Reporting
 - i. Youth program metrics
 - g. Accounting
 - i. Income and Expenses