

YOUTH FRIENDLY MEETINGS

There is no one-size-fits-all approach to youth engagement. How you work to engage youth will depend a lot on your organization's needs. However, regardless of the overall approach you take, there are some key things to keep in mind as you move forward. Here is a checklist of some key points to help you have more youth friendly meetings.

A Quick Guide for Holding Youth Friendly Meetings

	Be flexible when choosing a time to meet , remembering that most youth will have school or other commitments during the day, which can make it difficult for them to meet during regular business hours.
	Provide orientation materials for youth about the department/program and what it does, as well as information about typical meeting procedures and time lines.
	Make sure there is enough time to read any background materials sent out before a meeting and avoid sending large documents.
	Avoid using jargon and acronyms in meetings.
	Provide short breaks during longer meetings.
	Create a supportive environment for youth and invite more than one youth to participate.
	Don't be too formal in the meetings and provide an opportunity for informal discussions and interaction.
	Consider providing food and transportation support (e.g. bus tickets) for youth attending meetings.
	Include youth in the decision-making process and avoid having key decisions made when youth aren't present.

Adapted from: *The Youth-Friendly Guide: The Youth Guidebook to Policy Change for Intergenerational Partnerships. Canadian Environmental Network Youth Caucus*

For more information and ideas on youth engagement contact the Youth Secretariat.

Linda Atkinson, Director
Tel: 424-3780
Email: atkinsli@gov.ns.ca

Sonya Ferrara, Research and Policy Analyst
Tel: 424-0481
Email: ferrarsa@gov.ns.ca

Website: gov.ns.ca/coms/youthsecretariat

