

OHIO-WEST VIRGINIA STATE YMCA

Model United Nations Student Manual

Advisor Responsibilities

OHIO-WEST VIRGINIA STATE YMCA

Model United Nations Student Manual

© Ohio-West Virginia State YMCA
400 Main Street, P.O. Box 239
Pt. Pleasant, WV 25550
Phone 304.675.5899 • Fax 304.675.5977
www.hi-y.org



Table of Contents

Create a Successful HI-Y United Nations.....	1
In Advance of the Model United Nations.....	1
During the United Nations	1
After Model United Nations.....	3
At Model United Nations – Adult Job Descriptions	4
Council Advisors.....	4
General Assembly Advisors.....	4
Resolution Coordinators	4
Office	4
Banquet.....	5
Conference Center Supervision	5
Care of Conference Facilities	5
Other Adult Roles.....	5

Create a Successful HI-Y United Nations

In Advance of the Model United Nations

- 1. Orient your students to understand they must act and vote as their nation votes.**
- 2. Prepare your students! Be sure everyone knows their nation's position, knows the Model United Nations procedure for Council and General Assembly (GA), knows the difference between the United Nations and national governments.**
- 3. Practice your students so they can present their Resolutions and can intelligently discuss all Resolutions with an informed mind open to learning, are ready to debate and can speak & vote as their nation does in the United Nations.**
- 4. Review the *Code of Conduct* with students and parents (remember signatures are needed) and be clear each person in the delegation – youth and adults - will carry out the Code.**
- 5. Get your students ready to participate in everything, meet others, be helpful to others, make new friends, be positive and friendly, and make the effort and once at UN encourage them to *participate & make the effort*.**

During the United Nations

- 1. Basically, it is time to let your students enter the world. Encourage all your students to meet students from other schools, to get acquainted, to make friends, to enjoy meals with students from other schools. In other words, allow and encourage them to be on their own rather than hover around you or only with students from home. This does not mean ignore them. It does mean help them develop social skills meeting and relating to others.**

2. Encourage your students to reach out to resources at Model UN who may have knowledge and experience on international issues, the positions nations take, the relationships of nations and how nations actually vote in the United Nations. Blaine Porter, retired from the US Foreign Service, is a wealth of information!

3. Set an example:

- Be on time;
- When students are to be quiet and attentive, then adults model that respectful behavior;
- Display an openness to learning just as we all want students to learn;
- We want students to meet peers from other schools, adults do that too;
- We want students to be respectful and use good manners. Many have never been taught how to do that. We need to set the example so students can see good manners used by adults.

4. No cell phones or texting in Council, GA, or Banquet. Explain that cell phones, ipods, etc. will get taken for the weekend from anyone who cannot refrain from using them.

5. Adults do not take positions on the issues or Resolutions being presented. We advise on procedure, the UN parliamentary procedure, how to caucus with other students, how to build coalitions and we encourage. We do not influence the vote on Resolutions.

6. Adults encourage respectful treatment of everyone, we encourage all to respect the views of others, and we promote the art diplomacy including basic good manners.

7. Adult Advisors to Councils attend each Council session. There are two Council Advisors. When one wants to observe their students present a Resolution, just be sure the other Advisor is in Council. Meet your Council's Student President. Let them know you are there to help if they need your help. Make it clear that you are not there to influence a vote nor can you express an opinion on a Resolution. At the end of each Council session, meet with your President to compare notes on how things went and how to improve the next Council session. Listen to what your President is saying. Provide guidance, suggestions, encouragement, and praise.

- 8. Encourage students you believe would be good officers to seek office. Our UN planning group is basically the officers. Our YMCA Board counts on student officers to lead efforts to improving the program.**
- 9. Supervise your students at UN. Be sure all are in attendance at all sessions; make certain everyone meets the curfew.**
- 10. Look out for all students. Encourage, model the behavior we want in students, help keep all focused, promote respectful attitudes and good manners.**
- 11. Safety first! We want everyone to have a positive experience without injury to body, mind or soul. Let's all go home better than when we arrived!**
- 12. Everyone takes care of Conference Facilities. Let's keep things clean and in order. Before leaving on Sunday, have everyone clean up their hotel rooms and spaces the group used and then have HI-Y staff inspect those rooms and spaces before leaving.**

After Model United Nations

- 1. Give an update to your school Principal, Superintendent and Board of Education. Have your students present to the Board what they did.**
- 2. Thank any sponsors who may have helped your group. Arrange for your students to attend their meeting to present a resolution, to tell them how much they learned and to thank the group for helping. You're positioning your Model UN group for continuing support next year.**
- 3. Certificates – we give you a certificate for each participant. Present them to your students as part of your school's Annual Awards Ceremony. If you do not have a ceremony, arrange to present them to your students in front of a faculty meeting, a School Board meeting or some other function that highlights what your students have accomplished and learned. Again, you are building support for next year.**
- 4. Newspaper – We send out a news release with your group's photo we take at UN. Arrange for an interview by a local paper with your students. You'll teach your students how to get positive coverage of youth plus you're building public support for next year.**

- 5. HI-Y Leadership Summits at Horseshoe are every June. Have one or more students from your group attend. Everyone knows this works, the students love it and return home ready to be involved. Again, you are building support for next year – this time by students who are your best recruiters of other students and your best salespeople to your School Board, civic groups and others whose support you need.**

- 6. Contact the HI-Y Leadership Center for a staff visit. We want to help.**

At Model United Nations – Adult Job Descriptions

All adults have direct delegation supervision as well as responsibilities to the overall program. Program responsibilities could include one or more of these assignments at UN.

Council Advisors

Be at each Council session. Adults are to help and assist. Adults do not participate in the Council discussion of Resolutions, do not take positions on the Resolutions, and do not influence the vote.

It is helpful to meet your Council President and Vice President and meet with them after each Council session to review how things went and to help identify what actions the President/Vice President could take at the next Council meeting to improve the session.

General Assembly Advisors

GA Advisors are at each GA session to assist. Adults do not participate in the Council discussion of Resolutions, do not take positions on the Resolutions, and do not influence the vote.

It is helpful to meet with the presiding officer(s) after each GA session to review how things went and to help identify what actions the officers could take at the next GA to improve the session.

Resolution Coordinators

Resolution Coordinators basically manage the flow of Resolution consideration in Councils and GA.

Office

Adults help with the office at UN . . . basically answering questions, providing direction to locations and materials, helping students find places and person they are seeking.

Banquet

Banquet adults help with the logistics of the banquet.

Conference Center Supervision

Supervision at the Conference Center is every adult's responsibility including evening recreation and having everyone in their own room at the curfew.

Care of Conference Facilities

Everyone is responsible for the care of the Conference Center, rooms, furniture and equipment.

Other Adult Roles

Governing Body is the Ohio-west Virginia YMCA Board.

HI-Y Staff – The Board employs an Executive who employs other staff and engages volunteers to carry out Board policies and programs including Model United Nations.

Delegation Leader is a HI-Y Advisor, teacher, YMCA Staff, parent or other responsible who works with the teens throughout the Model UN process.

Adult Volunteers

In addition to the Delegation Leader, other adults (HI-Y Advisors, YMCA Staff, teachers, parents) support the work of the Delegation Leader and the Model UN.