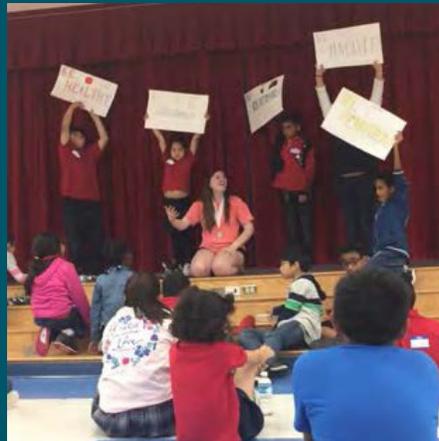


be your best self

**National BYBS Week
April 22-26, 2019**



2019 Participant Handbook

an outreach program of



sponsored by





Overview

In 1987, Distinguished Young Women developed and launched the Be Your Best Self (BYBS) program as the organization's national outreach aimed at encouraging boys and girls all over the country to lead successful and productive lives. Through the BYBS program, Distinguished Young Women seeks to give program participants at the local, state and national level a means to make a positive and lasting impact on the world around them.

Five Elements of the BYBS Program

The five elements of the BYBS program are at the heart of the Distinguished Young Women philosophy, and the program helps to instill those values in others. Be healthy, be involved, be studious, be ambitious, and be responsible are the five elements that help define what it truly means to Be Your Best Self. In spreading the BYBS message to young people, we encourage them to choose to personally implement it into their own lives.

Be Healthy

Be physically fit and drug free

Be Involved

Serve your community

Be Studious

Stay in school

Be Ambitious

Set and achieve goals

Be Responsible

Live by moral and ethical principles



National Be Your Best Self Week

The 2019 National BYBS Week will take place

April 22-26. Distinguished Young Women participants across the country will give presentations to groups of

boys and girls in their communities, sharing the BYBS program in fun and creative ways on any or all of the days during the week.

Participant Role for National BYBS Week

As a participant in the Distinguished Young Women program, you play an important role in National BYBS Week. By reaching out to a group of children in your community and presenting the BYBS message, you are enriching the lives of young people, serving as a role model and enhancing community relationships.



Tips for BYBS Presentations

While this handbook provides guidelines for your presentation, many participants have used this program as an avenue for creating programs and year-long activities in their communities. Think **BIG** and be creative! Listed below are some brief tips to help you in creating your BYBS presentation:

- **Consider your audience.** Determine the age range of the children to whom you will be presenting in order to develop an age-appropriate presentation.
- **Allow for interaction.** Children respond much better to an activity that engages them in learning as opposed to a traditional lecture type presentation.
- **Develop a game or other exciting activity** that allows the kids to get up and “play” while learning about the BYBS program.
- **Provide rewards and/or “treats.”** Children love being rewarded for answering a question correctly or for their participation. Plan to give out some sort of treat or an item that the children can keep.

Planning and Preparing for a Successful National BYBS Week

Step 1: Initial contact

Make initial contact to introduce the event to the group to which you would like to present. Determine who your point of contact will be and provide that person with general information about Distinguished Young Women and the BYBS program, if they are not already familiar. Make sure to ask about any rules or preferences that the group or organization may have concerning guest speakers and activities. An information packet to introduce the BYBS program and National BYBS Week can be found online at DistinguishedYW.org/about/be-your-best-self/ under the Outreach Award section. It is strongly preferred that presentations be made to an audience of both boys and girls.

Step 2: Confirm date and details

Find out which day(s) during National BYBS Week works best for you and the group(s) you have selected. Finalize the date and time and begin making any specific arrangements for the event. For your safety, an adult chaperone is required to attend the presentation with you.

Step 3: Photo releases

Discuss with your contact person that you would like to take photos and videos during your presentation that will be shared on social media sites and utilized by Distinguished Young Women National Headquarters. Provide your contact person with photo releases for each child that will attend the presentation. The children should be instructed to have their parent/guardian complete the photo release and return it to your contact person before your presentation.

Step 4: Prepare your presentation

In planning your presentation, think big and be creative! Remember that you will be entertaining children and you will need to keep their attention in order to spread the message of BYBS.



Step 5: Attract attention

Post on Facebook, Twitter, Instagram, etc., about your upcoming BYBS presentation and about the BYBS program in general. Use the hashtags #BeYourBestSelfWeek, #BYBSWeek, #BeYourBestSelf #BYBS, & #DYW2019. Make sure to tag Distinguished Young Women (@distinguishedyw) when posting about your upcoming presentation(s). Utilize any other social networks to get the word out about National BYBS Week

Step 6: Double check the details!

Touch base with the group to which you will be presenting prior to your visit to confirm the date, time and any details for the event. Remind your contact person about the photo releases for the children. Also, call the day before your presentation to remind the group that you will be making your presentation the following day.

Step 7: Celebrate National BYBS Week!

Post items (photos, links, status updates, etc.) on Facebook, Twitter, Instagram, etc., announcing that it is National BYBS Week. Be sure to tag Distinguished Young Women (@distinguishedyw) in all of your posts and link back to our Facebook page as well as the website whenever possible. Use the hashtags mentioned in Step 5 in all of your posts. Utilize any other social media platforms to generate “buzz” about National BYBS Week.

Documenting National BYBS Week

In order to showcase the positive impact of National BYBS Week and to increase awareness of Distinguished Young Women, it is important to capture both high-resolution photos and video footage of your presentation(s) during the week.

It is required that ALL children appearing in photos and/or video from your National BYBS presentation obtain consent from their parent or guardian for the photos and/or video footage to be used by Distinguished Young Women for publicity purposes. ONLY children whose parent or guardian has completed a photo release form should be photographed or included in video footage of your presentation.

A photo release form is provided for you in the library on the website. You may make copies of this form and provide it to the contact person for the group to which you will be making the presentation. Each child who will attend your presentation should receive a release form to be completed by their parent or guardian and returned prior to your presentation. Releases should be collected and submitted to National Headquarters by mail or you may email them to BYBS@DistinguishedYW.org no later than May 15, 2019.

Photos

We would like for you to capture a group photo with the children either holding their pledge cards or participating in any other activity you may have had for them. You should be in the group photo as well. You should also take a variety of shots such as candid shots of the kids interacting with you, individual shots of you and kids, etc. **No more than 5 photos should be submitted to National Headquarters.**

Video Footage

Videos do not need to be high quality. Capture footage with cell phone cameras, the “Flip” style cameras, a point-and-shoot digital camera, etc. We are looking for raw video footage. Do not worry about editing your video footage or providing a professional quality video.



Submitting Photos and Videos to Distinguished Young Women

Submit your photos and videos to Distinguished Young Women Headquarters no later than May 15, 2019. You may submit your materials in one of the following ways:

File transfer service (recommended):

www.Dropbox.com

email address:

BYBS@DistinguishedYW.org

By mail:

(burn images and video files onto a disc or USB drive):

Distinguished Young Women

ATTN: BYBS Coordinator

751 Government Street

Mobile, AL 36602



2019 Distinguished Outreach Award

Your participation in National BYBS Week qualifies you to be considered for selection as the 2019 Distinguished Outreach Award recipient, a scholarship opportunity that is available to you as a participant in any Distinguished Young Women program (local, at-large or state level, excluding state winners). Class of 2020 participants are able to participate now for the following year.

The winner of the Distinguished Outreach Award will be announced at National Finals in June 2019 in Mobile, AL. Participants must fulfill ALL requirements listed below to be considered for the Distinguished Outreach Award.

- Complete a BYBS presentation(s) with a group of children during National BYBS Week (April 22-26). It is strongly preferred that presentations be made to an audience of both boys and girls.
- Write a two-page report describing your BYBS presentation and experience. The report should be in essay format and include photos or any other supporting information. A participant's submission may not exceed two pages, with photos included in the report. The report is not limited to the National BYBS Week presentation(s) and should include any and all BYBS activities, presentations or projects in which the participant has been involved.
- Submit the two-page report, labeled with name, program & program year, no later than May 15, 2019, to BYBS@DistinguishedYW.org.
- Submit the completed National BYBS Week Presentation Evaluation Form no later than May 15, 2019, to BYBS@DistinguishedYW.org.



Important Dates to Remember

April 22-26, 2019

National Be Your Best Self Week. Make your BYBS presentation(s) in your community. Talk about your presentation(s) and the BYBS program on social media sites.

May 15, 2019

Deadline to submit your two-page essay and evaluation form to BYBS@DistinguishedYW.org.

Deadline to submit your presentation photos, videos, and photo release forms to BYBS@DistinguishedYW.org.

Have Questions? Contact us!

Please do not hesitate to contact us with any questions you may have about the Be Your Best Self program or National Be Your Best Self Week.

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**This handbook, along with all of the documents, forms and resources mentioned can also be found online at DistinguishedYW.org/about/be-your-best-self under the Outreach Award section.*