



## HOW TO START A UNESCO CLUB

There are no technicalities involved in opening a UNESCO Club or Association.

1. Assemble a group of likeminded students desirous to promote international understanding and to involve themselves in the program and activities of UNESCO.
2. Chalk out aims and objectivities, adopt a constitution, and elect office bearers.
3. Topics of discussion/meetings, membership fees and other administrative matters can be decided with mutual consent of members in a democratic manner.
4. Hold periodical meeting of members to discuss strategies for implementing those programs and activities. (Club Time)

### K-12 SCHOOL UNESCO CLUB

School UNESCO Club: School Clubs may be initiated by students or a faculty. In any case, the school administration is required to nominate a faculty to act throughout the school year as the school UNESCO Club Advisor.

Students willing to establish a new club in a school are required to follow the school guideline in creating a club and contact the US National Commission for UNESCO/UNESCO Club Working Group to obtain a formal UNESCO Club, Center and Association application form. The form is available for download at <http://www.state.gov/p/io/unesco/c18333.htm> or [www.unescocenterforpeace.org/clubapplication.docx](http://www.unescocenterforpeace.org/clubapplication.docx) The Working Group will provide assistance and guidance to the proposed club.

Once an Advisor is assigned to the club, the first order of business is developing a process to appoint office bearers and the executive committee members amongst the students.

The Leadership of the school UNESCO Club is then required to submit its application to the Working Group within 30 days

Each Semester, the club is advised to send an electronic copy of their activities to the Working Group at [USclubsworkinggroup@unescocenterforpeace.org](mailto:USclubsworkinggroup@unescocenterforpeace.org)

## UNIVERSITY/COLLEGE UNESCO CLUB

University UNESCO Clubs may be initiated by students or a faculty. Students willing to establish a new club are required to follow the University/College guideline in creating a club and contact the US National Commission for UNESCO/UNESCO Club Working Group to obtain a formal UNESCO Club, Center and Association application form. The form is available for download at <http://www.state.gov/p/io/unesco/c18333.htm> or [www.unescocenterforpeace.org/clubapplication.docx](http://www.unescocenterforpeace.org/clubapplication.docx). The Working Group will provide assistance and guidance to the proposed club.

The Leadership of the University/College UNESCO Club is then required to submit its application to the Working Group within 30 days

Each Semester, the club is advised to send an electronic copy of their activities to the Working Group at [USclubsworkinggroup@unescocenterforpeace.org](mailto:USclubsworkinggroup@unescocenterforpeace.org)

## ADULT UNESCO CLUB, CENTER & ASSOCIATIONS

UNESCO Clubs are groups of people of all ages, from all walks of life, who share the UNESCO ideal, seek to disseminate it and associate themselves with the work of the international Organization by undertaking activities directly inspired by those of UNESCO. Although the Clubs may assume many different forms, they all have something in common: a firm belief in UNESCO's ideals as set forth in its Constitution and a commitment to the principles of the Universal Declaration of Human Rights.

Clubs may be set up in an answer to a widespread feeling among their members, of the need to participate more actively in international life, in harmony with UNESCO's approach and within its fields of competence. Their activities are directed towards the ideal set forth in the Preamble to the UNESCO Constitution. **“Since wars begin in the minds of men, it is in the minds of men that the defenses of peace must be constructed”.**

UNESCO Clubs are typically voluntary, non-government, non-profit making organizations.

Any group of people willing to establish a new Club should contact the US National Commission for UNESCO/UNESCO Club Working Group to obtain a formal UNESCO Club, Center and Association application form. The form is available for download at <http://www.state.gov/p/io/unesco/c18333.htm> or [www.unescocenterforpeace.org/clubapplication.docx](http://www.unescocenterforpeace.org/clubapplication.docx)

The first order of business is to develop a bylaw with a mission clearly stating their UNESCO aspiration and a clear process of selecting board of directors, office bearers and their executive committee members.

The Leadership of the Club is then required to submit its application to the Working Group within 30 days

Each quarter, the club is required to send an electronic copy of their activities to the Working Group at [USclubsworkinggroup@unescocenterforpeace.org](mailto:USclubsworkinggroup@unescocenterforpeace.org)