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When You're Chairman  
for Social Relations

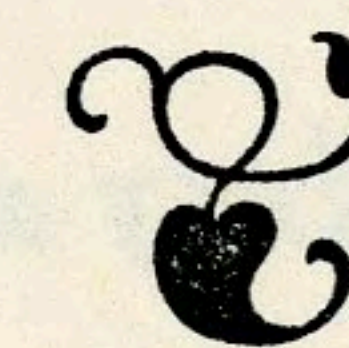
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When You're Chairman  
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Price 15 cents

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THE WOMAN'S AUXILIARY TO THE NATIONAL COUNCIL  
281 FOURTH AVENUE • NEW YORK 10, N. Y.



# Christian Citizenship

A RESOLUTION ADOPTED BY THE EXECUTIVE BOARD  
OF THE WOMAN'S AUXILIARY, OCTOBER, 1944.

WHEREAS, *the National Executive Board believes that one part of the function of diocesan officers or committees of Christian social relations should be to stimulate interest among all women of the Church in accepting their Christian duty as citizens, be it*

RESOLVED: *that we urge on all Church women the importance of*

- 1. Exercising the basic duty and privilege of the franchise,*
- 2. Studying and acting as individual voters on legislation concerning world order, status of minority groups, and in such fields as health, education and welfare, marriage laws, and conditions of work for women and children,*
- 3. Supporting adequate provision for enforcing existing legislation,*
- 4. Participating in the work of local community councils and welfare agencies; and*

BE IT FURTHER RESOLVED: *That we recommend to diocesan executive boards the provision of a budget item sufficient to make it possible for their officers of Christian social relations*

- 1. To subscribe to one or more recognized sources of information regarding legislation.*
- 2. To make such information available to local groups for study and use by individual Church women.*

## Introduction

THIS pamphlet is designed to help you in your task of translating various aspects of Christian social relationships into a program of worship, study, fellowship, and action. The subjects included in such a program will vary from year to year and from place to place; that which would be appropriate in a small town may be meaningless in a large city. The general activities needed, however, are the same, whenever and wherever they are carried out.

The first section defines briefly what is meant by Christian social relations, and indicates the scope of its program. The next two sections are intended respectively to give help on methods of procedure to parish chairmen, and to diocesan chairmen in their task of giving leadership to the parishes. It may not be possible to use immediately in a program just being developed, all the different methods suggested herein; it is wise to start with a plan that you can hope to carry to completion.



# The Program

## *Definition*

RELATIONSHIPS with others are an inescapable part of human life on earth. Christian social relations are social relations motivated by a conscious effort to bring them into conformity with the teachings of our Lord, who taught us to pray for the coming of God's Kingdom and for His will to be done on earth. Such relationships are a part of the daily living of every Christian; they are also a part of the witness of the Church, as the body of Christ upon earth, through action taken by the whole Church or by groups within the Church.

The program of Christian social relations must therefore be such that it will help individuals to seek and to find and to express their Christianity through relationships with other individuals; and it must also through organized effort offer the same opportunity to groups of Church people who together can accomplish what would be impossible for them as individuals acting alone. (See page 29 for further material on interpretation.)

## *Scope*

THE program of Christian social relations comprises social worship, social education, social action, including social legislation and social work. The content of the program is as wide in scope as the definition of Christian social relations

implies. This list is suggestive of the concerns around which social relations activities are built:

The teachings of Christ with reference to human relations and society,

Christian homes and the families that build them,

The welfare of all families and all children,

The attainment of favorable social conditions for every individual: freedom from the hampering effects of racial, religious, and social prejudices; good housing, the means of life, adequate health, educational and recreational services, all to the end that he may develop and use to the full his God-given capacities for a good life,

The work of Church and secular agencies and institutions attempting to bring about such conditions and to alleviate the effects of lack of them,

The needs of the sick, the shut-in, the isolated, the troubled,

Industrial relations,

World relief,

World peace and the means by which it may be attained; the United Nations.



# The Parish Chairman

## *Coöperation within the Woman's Auxiliary*

INCREASINGLY in the organization of the work of women in the parish, the development of a well-rounded program calls for coöperative planning. The pamphlet, *When You Organize*, suggests a planning committee made up of officers and chairmen of standing committees. To such a committee you will bring the special interests committed to you, and your special knowledge of resources, of materials, and of other programs in which they should be sharing.

The educational secretary of your parish woman's organization is an officer with whom you will need an especially close working relationship. Combination of her skill in the techniques of education with your knowledge of Christian social relations should result in useful joint planning of educational programs. General interest thus aroused may be followed by a desire for appropriate action in which you should be prepared to give leadership (see pages 10-12).

The supply secretary's work on behalf of missions involves production of new garments, collection of used clothing, household goods, etc. Similar work on behalf of social service agencies and institutions is sometimes the responsibility of the social relations chairman. Such duplication of similar activities should be avoided by coöperative planning. It would be possible to have the parish Christian social relations chairman take responsibility for knowing the needs of

diocesan institutions, but to have the supply secretary plan a year's schedule of productive work designed to meet needs in both social service and mission fields. This would still leave to the social relations chairman other activities in the field of social work (see pages 13-14).

## *Program Sources*

THE chairman of Christian social relations of the diocesan Woman's Auxiliary will be an important source of suggestions and program material. Probably not all her suggestions will be suitable for your parish; you will have to take the responsibility for selecting that which is appropriate. You may want to use part of what you receive simply to inform your group about the diocesan and national program of Christian social relations, with which every Church woman should be familiar. Some of the suggestions you will use as they are given to you; some of them you will have to modify to suit your local conditions.

If you have no diocesan chairman of Christian social relations in the Woman's Auxiliary, you can get help in planning your program by writing to the Secretary for Christian Social Relations of the Woman's Auxiliary, 281 Fourth Avenue, New York 10, N. Y. Or if your diocese has a department of Christian social relations, you may be able to get help from its chairman or executive secretary.

In parishes which have a parish council, you will naturally coöperate with the council's committee on social relations.

The local Council of Church Women is another source of your program. Interdenominational projects, such as work among the agricultural migrants, material aid to churches overseas, and other world relief activities, are shared na-



tionally by the Episcopal Church, both through gifts and participation in planning. The strength of the work, however, is in the local community, where women of the several Churches get together in local committees on migrant work or in workrooms to recondition clothing for relief shipments.

Frequently special local situations suggest program emphases. One parish, planning a meeting on child welfare, decided that their speaker was too good to keep to themselves and invited women from other Episcopal parishes and representatives from other Churches. When discussion revealed the lack of child welfare service in their county, pressure was brought to bear on the county supervisors. As a result, not only was the service provided, but the supervisors were obliged to yield to public opinion and appoint a person with professional qualifications instead of one whose principal merit would have been political conformity.

### *A Guide to Activities*

WORKING with your fellow officers your task will be to develop within the total program for the women of your parish a balanced plan for study and action in Christian social relations. These suggestions may assist you:

#### SOCIAL WORSHIP

COÖPERATE with the rector in planning the observance of special days and seasons. He always is glad to know through you of the interest of the women of the parish in marking certain occasions which are not included in the Church calendar, such as Race Relations Sunday and Brotherhood Week in February and Labor Sunday in September. In place

of Social Relations Sunday formerly recommended for Epiphany, special intercessions for the work of the whole program of Christian social relations are recommended on the Sunday preceding the annual campaign for the community chest or for support of community welfare services.

Promote participation by the women of your parish in observance of World Community Day, World Day of Prayer, and May Fellowship Day, sponsored by the General Department of United Church Women of the National Council of the Churches of Christ. Incorporate in your program such leads for action as will be highlighted in the program of the special day.

Work with the person in your parish who has special responsibility for the devotional program of the Woman's Auxiliary, to help her incorporate prayers for social relations in her plans.

Arrange for regular corporate Communion of those engaged in social relations work and intercessions for them.

Provide helps for individual and family prayer and meditation on social questions.

#### SOCIAL EDUCATION

As worship is the spiritual foundation, so knowledge is the mental foundation for all the other activities of the program of Christian social relations. At any given time, therefore, it will include presentation of current problems and needs toward which the action program is to be directed. For example, there may be a racial problem in the community or a bad housing situation. Before action may be taken to remedy the situation, the group must know the facts, and all their implications. Here then is an opportunity for study.



Methods for social education are in general those suitable for any program of education planned for adults. Information can be conveyed by a speaker or through reading or other means, but the presentation of a subject will leave an impression almost directly in proportion to the participation that it calls forth from individuals in the group. Discussion by the group, and assignment to individuals of responsibility for securing additional information and reporting back to the group enlist interest. Sources of information may be interviews with persons having expert knowledge, clippings from newspapers and periodicals, visits to institutions. Supplementary means such as exhibits, movies, filmstrips, and slides help to make information and ideas come alive in people's minds.

#### SOCIAL ACTION

ACTION in the program of Christian social relations is its real objective; unless the worship and the education on social issues lead to desire for action on the part of individuals and of the group, they have not served their purpose. Social action originates in the recognition by a group of people of a need which as lone individuals no one of them could meet. By uniting their efforts the members of the group multiply their effectiveness. In its widest sense it includes social legislation and social work. Many local problems can be solved, however, at least initially, through group action of a less formal kind. A few examples will illustrate the point:

Persuading a city council to set aside play streets in congested areas, so that children will not risk death from speeding cars.

Insisting on enforcement of any regulations prohibiting

night employment of children, *e.g.*, as newsboys and as pinboys in bowling alleys.

Locating and securing facilities for a day nursery for children of working mothers, or for a teenage canteen, and enlisting volunteers to operate it.

Community projects may well be undertaken in coöperation with such groups as the local Council of Church Women, Parent-Teacher Association, Council of Social Agencies, Community Recreation, or Youth Council. When working with other groups on special events or projects for community betterment, it is not enough simply to have representatives on a committee; there should be careful planning so that the representatives will carry back to the women of the parish knowledge of what is being done.

Your interest in social action does not have to be limited to efforts already under way; someone always has to take the lead, and it may fall to you and your group to do so. If you sincerely believe that a need exists, and would like to see your group take action to meet it, you will have to plan:

Secure the facts from those in a position to know.

Arrange to have the facts presented by someone who can do it effectively and make suggestions as to appropriate subsequent action.

Consult with other individuals who may be concerned about the same situation.

Enlist the interest of other groups such as the women's organizations of other Churches in the community, Service Clubs, Chamber of Commerce, Boy and Girl Scout Councils.

Arrange for interviews or correspondence with any public officials who may have the ultimate responsibility for remedying the situation.



Secure the coöperation of the editor of your newspaper.

Above all, if you start something, see it through either to success or to a final decision that you must accept defeat. If you get what you want, do not forget about it; continuing interest is the source of continuing success of any effort.

#### SOCIAL LEGISLATION

EXERCISING responsibility for social legislation is essential to make Christian principles effective in certain areas of our human society, such as those listed in the resolution on Christian citizenship (see page 2). This does not mean that the Church is in politics; it does mean that Church people have an obligation to make their point of view known, when Christian principles are involved in a legislative issue.

Selection of such issues for action should, if possible, be under diocesan leadership, in order to avoid ineffective scattering of local efforts. Of course a parish group which feels strongly on any subject can take action, and may thus stimulate action by others.

Analysis of the issue and identification of the reasons for Christian concern should precede and support presentation of the subject to your group. Other elements in the presentation will include discussion of the provisions of any bills which have been introduced and reference to pertinent action by Church bodies.

Your group may want to endorse or oppose a piece of proposed legislation; however, remember that bills are subject to many revisions before they finally come to vote. Report your opinion to the legislators, but identify only the principle about which you are concerned. It is always helpful to have the formal report supplemented by communications from individual voters.

Follow-up is important in legislative action, but it requires channels for keeping closely in touch with progress of the legislation, for example through membership in an organization or subscription to a periodical with legislative information service (see pages 31-32). With such a resource, you may be able to make periodic reports at meetings or use a committee to notify members by telephone or postal card when immediate action by individual voters is needed.

#### SOCIAL WORK

SOCIAL work had its origin in the Church, and it was the earliest concern in the modern development of the Church's program of Christian social relations. Therefore, interest in and support of the social agencies and institutions of the Church and of the community is an appropriate activity in this program, through either group or individual action.

Gifts to such agencies and institutions may be for general support and for specific needs, such as well-chosen books or periodicals for library; recreational and athletic equipment, toys and games for a children's home or community center; spending money or clothing allowance for those who would otherwise have none; carefully selected house furnishings, curtains, linens, pictures. The task of learning what is needed, and of selecting what will be appreciated, is one which can enlist the interest of certain members of the group, and in turn increase the interest of others.

Volunteer service, both by individuals and by groups, is an important contribution to social work activity in your program. Such service may range from individual membership on the board or on an important committee of an agency, to provision of friendly visitors, reading to shut-ins,



doing errands, or taking guests of a home for the aged for automobile rides. Group activities may include arrangement of parties either on the premises of an institution or agency, at the parish house, or at some public entertainment, or arranging motor transportation to an institution.

The parish chairman of Christian social relations does not have to initiate or give leadership to all the individual activities which are carried on by members of her group. While in some instances, individuals serve in social work agencies with definite understanding that they are representing the parish or its organized women's work, large numbers of Church women render volunteer service which has its origin in personal interest or community contacts. The presence of such individuals in the parish offers a resource which an alert chairman will find ways of utilizing. The board member of a local welfare agency, for example, can acquaint the members of her parish group with the program and needs of the agency and can serve as a contact for others who may be able to render helpful service. It is wise, however, to guard against the possibility that one enthusiastic individual may influence group thinking to such an extent that the program is thrown out of balance by too intensive an emphasis on one project.

#### FELLOWSHIP

FELLOWSHIP is experienced by individuals working within the program, but it can also be developed through group activity. For the individuals, its object should be to widen the range of Christian fellowship, so that it includes people of different economic and social background, different nationality, race, and traditions of worship.

As an objective to be attained through the organized program of the group, fellowship suggests planning for such activities as:

Welcome to the life of the Church of newcomers and those who have never shared in its life. A special committee may be helpful for this. Such a committee should work with the rector in order to know of newcomers to the parish; it should be on the alert for new residents who may be visited and invited to attend Church services, and to take part in its organizational life.

Ministration to the sick, the isolated, and the troubled. A special committee may be used to represent the women of the parish and possibly to assist the rector in his ministry to these persons.

Occasional joint meetings with groups from other parishes or other Churches with a program or objective of common interest. Fellowship should begin at the planning stage; joint meetings, jointly planned.

#### *Selecting Activities*

THE activities which have been presented offer a range of choice wide enough for a maximum program enlisting a large number of people and absorbing a considerable amount of time. Any parish chairman in selecting the activities which she will present for consideration to the women's parish planning committee must think in terms of the size of her parish or mission, the number of stated meetings of the Auxiliary whether general or group, and the interests and needs of the women.

If it is necessary to limit the formal program to one monthly meeting during the year, and to occasional brief



reports at other meetings, these considerations should govern your plans:

Interest of the subject chosen.

Suitability for presentation by some of the methods listed under Social Education on pages 9-10.

Opportunity for further activity during the year, at least for a small number of individuals.

Possibility of enlisting further interest on the part of your whole group.

Variation in subject from year to year.

It is important to realize, especially in a small parish, that the major part of an active program of Christian social relations is not carried on in the regular monthly meeting in the parish house. It consists of work done by individuals in their capacity as private citizens motivated by Christian concern for their fellowmen.

### *Organizing the Program*

A PARISH chairman can work best with a committee. In a small parish this may mean only two or three especially interested women. In a parish with a unified plan of organization which includes several chapters, the standing committee on Christian social relations should be made up of at least one representative from each such chapter, as recommended in *When You Organize*. Others with special knowledge or skill may be added either as permanent members or as advisers on some special project, for example, a social worker, probation officer of the Juvenile Court, or a member active in legislative work in the League of Women Voters.

Such a committee is useful in various ways: it offers the stimulus of group thinking; it makes possible the assign-

ment of special responsibilities to those who are specially interested; and, in an organization made up of a number of chapters, it helps to disseminate interest in the program. Even where a committee is composed largely of chapter representatives, the assignment of special interest is recommended; the committee member responsible for work in a special aspect of the program can help to enlist the interest of her chapter in the part of the work which she is leading. Specialization is advisable either through special assignments to individual members of the committee, or in a very large organization through sub-committees. Such subjects as interracial relations, service to institutions and social agencies, legislation, coöperation with the local Council of Church Women may thus engage the special interest of committee members or sub-committees. The use of sub-committees for special projects also may be helpful, as, for example, to arrange a forum on housing. If there are sub-committees with either permanent or temporary relationship to the committee on Christian social relations, their chairmen should be included in its membership.

### *Financing the Program*

THE committee on Christian social relations will need money to carry out its program. This should be made available through the budget of the parish Woman's Auxiliary. The amount, of course, will depend upon the size of the parish or mission and the type of program you plan. The budget item will be needed for two general classes of expenditures: for purchase of pamphlets and other resource materials for you as the leader and in some cases for distribution to the women of the parish; and for stationery, postage, and occasional mimeographing.



# The Diocesan Chairman

THE function of a diocesan chairman of Christian social relations, as of any other diocesan officer, is primarily that of giving help and leadership to the Woman's Auxiliary in the parishes of her diocese. It is in the parishes that the real task of the Church is carried on. If the parish leaders fail to obtain the information they need regarding the program of the Church in their diocese and in the nation, if they are left to flounder in their attempts to put into action such plans as come to their attention, their witness will be feeble in a world which desperately needs that witness.

## *Cultivation of Working Relationships . . .*

THE first task of a diocesan chairman is therefore the cultivation of working relationships:

. . . with **Parish Chairmen.** On taking office as diocesan chairman you probably will find that some parishes already have chairmen of Christian social relations. Try to make their acquaintance soon, in order to learn what they are doing, and at the same time to offer some suggestion of plans which you may have in mind or of help which you may be able to supply.

Many parishes may lack such officers, or their names may not have been reported. Your first step, then, is to ask the president of the women's organization in each such parish to appoint a chairman through whom you may work. It is advisable to have some concrete immediate task to offer as a

stimulus to immediate interest. Do not be discouraged if the first response is small. As the program becomes better known, more and more branches will want to participate.

. . . with the **Diocesan Executive Board.** It seems almost unnecessary to mention the importance of your working relationship with the diocesan executive board of which you are a member. But the importance of joint planning of the diocesan women's work cannot be overemphasized. Some of the reasons for such joint planning, and the special areas in which the work of Christian social relations comes close to that of other departments, are suggested on page 6. What is said there regarding program planning for a parish is equally true of a diocese.

. . . with the **Diocesan Department.** In most of the dioceses and missionary districts of the Church in the United States there is a department of Christian social relations serving under a chairman either appointed by the bishop or elected by the convention or district convocation. Such departments frequently have some official relationship to the social service institutions and agencies of the diocese. They are also the source of the diocesan program of Christian social relations.

The diocesan department is therefore one of the most important sources for the program which it is your responsibility to help make known and active in the work of the women of the parishes. In many dioceses, the Woman's Auxiliary chairman of Christian social relations is a member of the diocesan department, or is at least invited to attend its meetings. Where this relationship does not exist, it is often possible to establish an informal consultative relationship with the chairman or secretary of the department. You



can let him know of your desire to be helpful in developing the coöperation of the women in the parishes.

Your diocese may be one of the few in which the department actually consists only of its chairman, a parish priest overburdened with other responsibilities; or there may be a department existing almost entirely on paper, seldom meeting and quite inactive. Under such circumstances you have a real opportunity to assist in developing a diocesan program. This will call for especial care in selection and planning of your activities. They must be such as to merit the respect and participation, not only of the women, but of the laymen and the clergy of the diocese. Possibly through your efforts you may be able to develop an interest now dormant, and in time succeed in securing the appointment of a department that will function for the diocese as a whole.

. . . with the national **Woman's Auxiliary**. The Secretary for Christian Social Relations of the national Woman's Auxiliary will welcome the opportunity to serve you. Notify her as soon as you take office and keep her posted as to any changes of address. While you are in office, send her your annual report, and any bulletins or circular letters which you send out to the parishes in your diocese. Your experience may be helpful to others.

. . . with **Interchurch and Secular Agencies**. Recently State Councils of Church Women have been active in creating committees on Christian social relations and Christian world relations. Both operate in areas which in the Episcopal Church are regarded as the concern of Christian social relations. These committees, of course, exist to give leadership to similar committees in the local Councils of Church Women. To

be most effective, however, they need the coöperation of the women of the various Churches. Find out whether there are such committees in your State, and let the chairmen know of your interest. There are also some secular agencies which operate in the field of social relations with which you may wish to develop channels for information and possible coöperation. (See page 24.)

### *Social Relations Activities*

THE general types of activity appropriate to a program of Christian social relations have been listed for parish chairmen on pages 8-15. These are here repeated with emphasis on methods which will be necessitated by your responsibility in the diocese, as distinct from the emphasis of the parishes.

#### SOCIAL WORSHIP

THE suggestions for parish chairmen to be found on pages 8-9 are equally applicable to your program for the diocese. You can help to promote the various special observances by making sure that they are noted in any calendar for the year which is prepared for circulation to your women.

#### SOCIAL EDUCATION

CONFERENCES or institutes with parish officers.

Diocesan or regional meetings for presentation of current program through forum, discussion group, or other suitable method of adult education.

Development of list of speakers on pertinent subjects, available within the diocese.

Bulletins to parish chairmen giving information or suggesting resource material.



## SOCIAL ACTION

THE nature and purpose of social action, and some of its procedures, are presented on pages 10-12. Although it is by its nature principally a local activity, you cannot omit it in planning your diocesan program. It may be desirable to have the women of every parish in the diocese united in action for the same general objective. The details of action will vary between communities, but the initiative for the common objective will come from you. For example, efforts to bring about better relations with minority groups may be generally classified as social action; but one community may concentrate on efforts to improve school conditions in a section mainly inhabited by Negroes, while another may develop an interracial fellowship for worship.

As diocesan chairman, therefore, you will not suggest specific activities in the line of social action, but keep before the women of the diocese the fact that such action is a proper part of the program. Interpretation by whatever means are open to you; publicizing a successful project carried out by one group in the hope that it will stimulate others; using suggestions you glean from your reading—these are in general the means you will have to use.

## SOCIAL LEGISLATION

DIOCESAN leadership is especially important in connection with social legislation. Really effective legislative action requires participation by numbers of people over the whole area which is affected, either the nation or State. Dynamic central leadership is needed to concentrate efforts which otherwise would be scattered and futile. One of your most important tasks is therefore the selection of legislative issues

which you will present to your coöperating parish chairmen.

Guidance on principles, and sometimes on specific bills, is provided through action by General Convention, the House of Bishops, the National Council, the Triennial Meeting, and the national Executive Board of the Woman's Auxiliary. Action, too, is frequently taken by interchurch bodies of which the Episcopal Church is a member, such as the National Council of the Churches and its various divisions and departments. While such action does not commit the Church, it does offer help in directing attention to matters which are of timely significance to Christians.

Sources such as those described are generally helpful regarding legislative issues of nationwide significance. It is well to remember that State as well as Federal legislation intimately affects the daily lives of people in any community. It is important therefore to pay attention to the activities of lawmakers at State capitals. This is a point at which diocesan leadership is especially needed, and the opportunity for effective action is particularly clear when the diocese covers the entire State. Where a State is divided, interdiocesan coöperation can strengthen the effectiveness of your efforts; for example, New York with six dioceses and Pennsylvania with five, both have interdiocesan legislative committees officially appointed by the bishops, and in some instances including them, or appointed by the departments of Christian social relations. Without such official participation, it is still possible for Woman's Auxiliary officers to work together as has been done successfully in Texas.

Just as action by national Church bodies offers a guide for action by every diocese, so action by a provincial synod or



diocesan convention furnishes a lead for action by women of the area. There are other sources of help also in questions of State legislation. Increasingly State Councils of Church Women are developing interest along these lines; they can not only give help, they need the help of the women of the Episcopal Church.

Various non-partisan secular organizations give expert help and information regarding legislative issues, both Federal and State. Use of such sources necessitates choosing, among the issues they may present, those which are significant from a Christian standpoint. Among this group of organizations are the American Association for the United Nations, the League of Women Voters, National Child Labor Committee, and various statewide citizens' bodies such as State conferences of social work, interested especially in welfare and health provisions. Their service to those who affiliate with them frequently includes notification when the legislative process reaches a point at which expression of opinion from voters is needed.

Your leadership in social legislation will involve also your use of the same methods suggested to parish chairmen on pages 12-13. Your field of action will be larger, and you will have to depend on correspondence more than if you were working in a parish group.

#### SOCIAL WORK

DEVELOP your knowledge of the program and needs of any social service institutions or agencies supported by the diocese, through personal visits, interviews with members of boards and staffs, familiarity with their printed reports or with news of them in your diocesan or local paper.

Learn of specific needs which can be met by the women of the diocese through either gifts or personal service; use your channels for information to the parishes to make these needs known.

Help to secure opportunities for this diocesan social work to be presented at diocesan and district meetings of the Woman's Auxiliary.

Try to work out means for the same kind of relation to State welfare institutions and services. In this connection it is well to remember that the clergy of the Episcopal Church minister as chaplains not only in institutions of the Church, but often in State prisons and hospitals. While the type of supplementary service that can be given in public institutions may be subject to fairly strict rules, there is probably no chaplaincy service more in need of outside interest and encouragement.

#### *Organization for the Program*

THE preceding sections have suggested sources and types of activity for the program of Christian social relations to which you will give leadership, directly in some instances, as in social work and social legislation, in others through suggestion and interpretation. The extent to which you can make use of the suggested methods will be for you to determine, in consultation with your diocesan executive board. It will depend on the degree of interest and leadership in this field in your parishes. It always is better to build slowly and surely, concentrating on a few things and doing them well, and then using them to develop further interest.

The organization to carry out the program will therefore depend on the amount you are going to attempt. Essential elements are:



## COMMITTEE ON CHRISTIAN SOCIAL RELATIONS

EVEN to carry on a limited program, it would seem wise to have the help of a few other people working with you. Such a committee may be geographically made up of representatives of the districts or convocations within your diocese. In a very large diocese, such a group would be able to assist you in keeping in touch with the parish chairmen.

Another basis for committee organization is that of special assignments, such as one member to keep in touch with diocesan social service institutions, one to work on legislation, etc. A combination of both may be desirable, using district representatives to help parish chairmen in developing their work, with additional members for special activities.

The larger the geographical area to be covered, the less chance is there for a committee to meet, unless it is made up of women who live fairly near to the chairman, which is not always a desirable plan. Every effort should be made to have the committee meet at least once during the year. If this is all that is possible, it may be well to plan for overlapping terms of office.

In a more compact diocese, more frequent meetings may be possible and helpful. The committee work may be expanded through use of sub-committees for special subjects or activities. In that case, it is wise to have sub-committee chairmen serve as members of the diocesan committee.

### BULLETIN

IN every diocese, regardless of its size, regular or occasional communications to the parish chairmen are essential. Some diocesan branches of the Woman's Auxiliary publish a regular monthly bulletin which provides space for the

various diocesan officers. Some diocesan periodicals give space to the Woman's Auxiliary. Diocesan yearbooks usually contain reports of a year that is past, although some also print material looking forward to the year ahead.

However it is achieved, through bulletins, yearbooks, or occasional letters circulated by the chairman of Christian social relations, some medium of communication is needed. The world moves too fast to make it possible to carry on a really worthwhile program without some means of reporting new developments and their effect on the total program. This is especially true if a real effort is being made to follow social legislation.

### REPORTS

MOST diocesan executive boards of the Woman's Auxiliary issue an annual report, or at least have it presented at an annual meeting. As chairman of Christian social relations you will be expected to contribute to that report. In doing so, you will render an account of your own stewardship, of time and effort expended in your office. You will want also to try to show some of its results in action in the parishes.

In asking for a report from the parish chairmen of Christian social relations, avoid calling for meaningless statistics. For example, the value of gifts made to a wide variety of social service agencies and causes is a figure that lacks significance in compiling a report; an amount that would represent sacrificial giving from one Woman's Auxiliary would be far too little from another. If you attempt to secure figures from the parish chairmen, such questions as these would be significant:

How many types of activity described on pages 8-15 have been included in your program for the year?



How many women have participated in each?

What proportion does this represent of the women active in your Woman's Auxiliary?

How many of your regular meetings have been devoted entirely to a program in the field of Christian social relations? How many partially?

Such figures should be supplemented with description of the subjects presented, action taken by the group and by individuals coöperating in the program, and other information which will help you to evaluate the work which has been done during the year. With such a basis of information, try to prepare your annual report in such manner as to include description of two or three outstanding parish projects of the year just ended. Such examples of the contribution which a parish can make to foster a more Christian community life are a stimulus to other parish groups.

#### FINANCE

THERE should be an item in the diocesan budget of the Woman's Auxiliary for necessary expenses connected with your office. These would include funds with which to buy pamphlets and other printed materials, to subscribe to periodicals, to meet the cost of mimeographing and mailing circular letters and bulletins to parishes.

It is desirable to have provision also for at least a part of the expenses of your travel about the diocese. To give effective leadership and help to the district and parish officers, it is important for you to be able to meet with them, rather than relying entirely on the written word.

## Reference List

THIS reference list suggests materials which will assist in interpretation, in methods and organization of work, and in locating sources of helpful coöperation. For material on current program see current lists of adult study materials, and consult *Churchways* (see page 31).

### *Pamphlets*

*Tell Us About Christian Social Relations.* A brief interpretation in question and answer form. Free.

*The Social Responsibility of the Christian and of the Church* by Angus Dun. 25 cents.

*First Steps in Christian Social Relations.* A leader's guide for a series of four discussions to introduce the subject to a parish group. 5 cents.

*Our Parish Serves Its Community.* A guide for the program of an entire parish. 10 cents. Illustrative wall chart, same title. 15 cents.

*When You Organize.* A guide to organization of women's work in a parish. 10 cents.

*A Guide for the Self Training of Officers and Leaders of Women's Work.* 5 cents.



Woman's Auxiliary Triennial Materials. *Report of Triennial of 1949*, including report of National Executive Board, 10 cents. *Christian Advance*, containing addresses by the Rt. Rev. Stephen C. Neill and Leila Anderson, 15 cents. Similar materials available after each Triennial Meeting.

*Tell Us About the National Council*. 10 cents.

*Christian Social Relations in General Convention, 1949*. A compilation issued after each General Convention, quoting all action on social issues. 10 cents.

*The Bishops on Social Problems, 1937-1947*. Extracts from Pastoral Letters and resolutions. 10 cents.

*The Church Looks at the World: Work Plans for Study Conferences in Social Issues*. A practical guide for parishes or groups of parishes in setting up a study program in either a single session or a series of sessions. 25 cents.

*Episcopal Social Welfare Today*: a description of the organized health and welfare services related to the Episcopal Church, with suggestive questions as a guide for study. 25 cents.

*Primer on Political Action*. The why and how for Church women. (New York 10, Department of Christian Social Relations and Local Church Activities of the Women's Division of the Methodist Church, 150 Fifth Ave. 15 cents.)

*Our Children and a Christian America*. An outline guide for study of the local community as it affects the welfare of every child in it. (New York 10, General Department of United Church Women of the National Council of the Churches of Christ, 156 Fifth Ave. 30 cents.)

### *Periodicals and Bulletins*

*Churchways*. A bulletin of methods and current materials, issued six times a year. 25 cents a year.

*Information Service*. Weekly, except July and August. Department of Research and Education, National Council of Churches, 297 Fourth Ave., New York 10, N. Y. Discusses important publications and issues of wide variety and interest, issues periodic reviews of national legislation and pamphlet literature. \$2.50 a year.

*Social Action*. Monthly except July and August. Joint publication of Council for Social Action, Congregational Christian Churches, and Commission on Christian Social Action of the Evangelical and Reformed Church, 289 Fourth Ave., New York 10, N. Y. Each copy is focused on some national or international issue of interest to Christian citizens. \$1.50 a year.

*The Church Woman*. Official publication of General Department of United Church Women, National Council of Churches, 156 Fifth Ave., New York 10, N. Y. Monthly except July and August. General articles, news and program notes, a special section by the official observer at United Nations. \$1 a year.

*Survey Graphic*. A monthly journal of social issues and social work published by Survey Associates, Inc., 112 East 19th St., New York 3, N. Y. The leader in its field for those who want solid information. \$4 a year.



### *Membership Organizations*

*People's Section for the United Nations*, 45 East 65th St., New York 21, N. Y. "The aim is to develop individual responsibility and individual loyalty to the United Nations, while working to improve it. The People's Section hopes to provide for each individual the opportunity of more direct participation in the United Nations, to support its aims and to influence its policies." Membership \$1 a year.

*National Child Labor Committee*, 419 Fourth Ave., New York 16, N. Y. Organized to protect children and young people from exploitation by working too young, too long hours, at dangerous trades and sub-standard wages. Able to advise regarding state legislation in its field. Publishes *The American Child* and other bulletins.

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## Woman's Auxiliary Publications

*Tell Us About the Woman's Auxiliary.* Fundamental questions about the nature and function of the Woman's Auxiliary answered in simple, lucid language. Free.

*Women Share in the Whole Life of the Church.* The family tree of the Woman's Auxiliary is outlined in graphic picture form in this wall chart. 15 cents.

*When You Organize* is the basic pamphlet for leaders of parish groups. 10 cents.

*When You're Chairman* tells how to conduct a meeting with parliamentary efficiency. 10 cents.

*When You're Treasurer* suggests methods for building a budget and for keeping accurate financial records. 10 cents.

*When You're U.T.O. Treasurer* is a helpful guide for treasurers or custodians, describing methods of developing interest in the U.T.O. and of keeping accounts. 10 cents.

*When You're Personnel Chairman* is a useful guide for chairmen and members of personnel committees. 5 cents.

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