

# PEACE MARCH CHECKLIST



JOBCORPSY2Y.COM

The National Office has challenged all Job Corps centers to coordinate a community peace march on the International Day of Peace. Use these tips to plan a successful peace march in your community.

## PLANNING YOUR EVENT

- Depending on your city, you may need a permit for your peace march. Connect with your local law enforcement, city council, or mayor's office to find out if a permit is necessary—and invite them to participate!
- Reach out to your local officials to request a citywide proclamation for your event. A proclamation is an official announcement to the public about your event.
- Invite local elected officials, law enforcement, and business leaders to join you for your march. Remember that their schedules fill up quickly, so reach out in a timely manner and be clear with your requests.

**Note that the Job Corps handbook states Job Corps centers will ensure that candidates for public office will neither be permitted to film nor take photographic images on center property within 60 days of an election, nor conduct any campaign activities during a center visit, and Y2Y Week falls within that period.**

- Begin your outreach to an elected official by calling her or his administrative assistant or scheduler. That person's contact information can often be found on the official's website.
- The Y2Y Toolkit has a Sample Talking Points document that can help you with conversation tips for talking about Y2Y.
- Choose a location off center to conduct the march, like a public park or popular area.
- Plan the route for your march, carefully choosing where the march begins and ends.
- Create an agenda of activities to begin at the end of the march. Will there be a big event with speakers or a community gathering?
- Make an alternative plan in case of bad weather. For example, plan to end your march at a covered or indoor facility. If it rains, invite the community to come directly to the facility for an indoor march and other activities.
- Use these sample planning milestones to prepare for your peace march:
  - **Milestone 1:** Brainstorm ideas for the peace march, staff supporters, and community partners.
  - **Milestone 2:** Agree on location, event details, and participants.
  - **Milestone 3:** Begin meeting with potential event participants to discuss your ideas.
  - **Milestone 4:** Confirm event partner participants 2 weeks prior to your peace march.
  - **Milestone 5:** One week before your peace march, invite partners to a rehearsal of your event to work out the kinks.
- **Sept. 21:** Today is the International Day of Peace. Good luck! Take pictures and video, and share updates at [JobCorpsY2Y@mpf.com](mailto:JobCorpsY2Y@mpf.com).

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### IDEAS FOR YOUR EVENT

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- Host a sign-making party before the event. Attendees can carry the signs during the march.
- Invite a local high school marching band to perform.
- Have attendees sign a Y2Y Pledge 4 Peace card at the event.
- Host an event at the end of your march like a rally, poetry slam, or a barbecue, and invite speakers.

### PROMOTING YOUR EVENT

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- Ask your Business Community Liaison or Y2Y staff adviser for help on event outreach. Here are some ideas for whom to invite:
  - Elected officials
  - Law enforcement
  - Local anti-violence organizations
  - Local youth organizations
  - Local library or community centers
  - High schools
- Make sure everyone from your center who is marching is familiar with Y2Y. Community members will want information, and this will be a great opportunity to tell a lot of people about your efforts. Refer to the Sample Talking Points document in the toolkit for more guidance.
- Invite media to cover the event. Be sure to coordinate this in advance with your Center Director.
- Raise awareness for the march by hanging fliers and posters in your community.
- Share your efforts and information about the peace march on your personal social media channels.
- Take photos and video to share after the event with a description: JobCorpsY2Y@mpf.com.

**Throughout the process, remember to advise your Y2Y staff adviser if you need help with planning and implementing your event.**

