

Young Hearts Medical Foundation: Club Handbook



Welcome!

Dear Chapter Leader,

Welcome to the Young Hearts Medical Foundation family! We are so excited you're interested in bringing our mission to your school and community. You are now part of a growing network of passionate students working to support and uplift children and teens undergoing long-term medical treatment.

Young Hearts Medical Foundation Website: <https://www.youngheartsmed.org/>

Instagram: [@youngheartsmedfoundation](https://www.instagram.com/youngheartsmedfoundation)

Email: youngheartsmed@gmail.com

Mission: Young Hearts Medical Foundation is a student-led nonprofit dedicated to supporting the emotional and physical well-being of children and teens facing long-term hospitalization. Our overall goal is to bring joy and comfort to pediatric patients.

We do this by:

- Distributing comfort kits and personalized cards
 - Organizing donation drives for supplies to bring to local pediatric hospitals
 - Raising awareness through student-led campaigns and events
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Why Start a Chapter?

Starting a Young Hearts chapter at your school means:

- Making a real difference in the lives of children in hospitals
- Leading a team of passionate students
- Gaining leadership and service experience

- Being part of a growing network of youth advocates
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How to Start a Chapter (Step-by-Step)

Step 1: Find a Group of Leading Students

This includes a group of at least 2 students interested in leading a Young Hearts Club and dedicated to supporting our mission. Establish leadership roles and consistent methods of communication.

Step 2: Find an Advisor

Ask a teacher or staff member to serve as your club advisor who is willing to be present for and assist with the at least 5 required meetings per year.

Step 3: Get Approval

Fill out all necessary forms to get your club approved with your school administration. Your club does not need to be a club that deals with money, if you are willing to make all your events donation drives, awareness campaigns, and support drives, though getting monetary approval makes it easier to facilitate fundraisers.

Step 4: Meet with Us

All leadership members will attend a brief zoom meeting after they have gotten approval from their school, before hosting their first meeting.

Step 5: Spread the Word

Announce your club at school, use flyers (we provide templates!), and host an info meeting. Online presence like a chapter Instagram page is encouraged. Also set up whatever your school uses for online communication (teams, classroom, remind, email groups, etc.)

Step 6: Host Your First Meeting

Introduce the mission, discuss ideas, and plan your first project! We have a list of possible project ideas, both in-meeting and out to help get you started, but feel free to add your own.

Step 7: Stay in Touch

Submit activity reports and stay connected via email. Make sure to host at least 5 meetings per full year the club is in activity and submit at least 2 events to go on the Young Hearts main Website!

5. Fundraising & Drive Ideas

- Comfort Kit Drive (blankets, socks, journals, coloring books)
- Local business partnerships

- The best way to find these is usually via word-of-mouth organizations/ stores you just know about, or by looking on google maps or Instagram for local establishments
- Raising money for local hospitals/ initiatives providing care
 - A lot of businesses have the opportunity for fundraisers (Chipotle, Crumbl, etc.), where a portion of the profits go to your Young Hearts Med Club- these profits would go to local hospitals of your choosing
- School-wide Coin Wars or Dress-Down Days
- Holiday card-making drives
 - sometimes the holidays must be non-religious, so things like season's greetings or happy Winter may be best)
- Book drives
- Card Making
 - Many of these community-oriented events can be hosted at your local public library, REC center, or school
- Care packages
 - For pediatric patients, or people in the hospital (mothers who have recently given birth, visitors, nurses, etc.)
- Bake sales (if permitted)
- Toy/art supplies drives
- Get a pediatrician to present to your club
 - Either on the experience of being a medical professional, on details regarding diseases affecting children, or on other related topics.
- Poster making/awareness about medical problems affecting children
- Mental Health Advocacy Day
- If you have an online presence (like a club-specific Instagram) post about not just your current activities but also certain days/ months important to the pediatric/medical side of things

Overall, we recommend talking to local businesses and working with your school for fundraising and hosting donation drives.

6. Branding Guidelines

- Use our official name on posters and advertising materials: **Young Hearts Medical Foundation or Young Hearts Med Club.**
 - Logos and fonts used in advertising materials must be legible and suitable for the occasion
 - Tag us on Instagram: @youngheartsmedfoundation
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7. Poster Format (optional)

- Use Lightbox 21 Medium or similar fonts for general poster text (exceptions may apply for titles)
- #FFB076 for orange
- #F8AAC9 for pink
- #3D9BE9 for blue
- The official Younghearts Medical Foundation logo should be visible in at least one spot
- Posters should be printed in color (if possible)

There are three template posters attached on the website, feel free to use those or take inspiration from them.

8. Leadership Roles (Sample Structure)

President: Oversees the chapter, leads meetings

Vice President: Assists president, manages projects

Treasurer: Handles donations/fundraising

Secretary: Handles taking minutes/notes for the club

Outreach Chair: Coordinates with hospitals and local businesses

This can be modified easily for more or less leadership positions, but there must be at least 2 leadership members. We recommend a President and a Secretary if only 2 people are interested in being leadership officers, but roles aren't set in stone, and supporting each other in club work is necessary for success.

9. FAQ + Contact

Q: Can we pick which hospital to support?

A: Yes! Choose local hospitals near your chapter area. Most hospitals have opportunities to donate different items at different times of year, depending on what is in greatest need. There are also often programs to supply patients with care packages. Call your local hospital's community outreach officer.

Q: What if my local hospitals don't have opportunities to give?

A: If you cannot find a way to support a local hospital, you can focus your specific club on

fundraising to donate directly. Alternatively, you can focus on awareness campaigns for diseases or disorders affecting children.

Q: If our club raises money, where do the funds go?

A: The money would go to the hospitals, or local charitable organizations supporting pediatric patients in hospitals of your choice! We recommend local hospitals near where your club is located. All funds raised must be donated though, and clubs are not permitted to keep money for themselves in any way.

Questions? Ideas? Need Support?

Email us at: youngheartsmed@gmail.com -we will respond to email faster than to DM's on Instagram

DM us on Instagram: [@youngheartsmedfoundation](https://www.instagram.com/youngheartsmedfoundation)

Ready to start a chapter?

Core criteria for having a Young Hearts Med Club:

- To have a Young Hearts Med Club, you must use the Young Hearts logo on promotional material and host at least 2 events per year.
- You must remain in contact with the Young Hearts Medical Foundation via emails about upcoming events through youngheartsmed@gmail.com
- You must send a picture and information about the events to be posted to the Young Hearts website.
- You must adhere to the mission statement of providing care and comfort to pediatric patients, one child at a time
- You must commit to keeping your Young Hearts Med Club active, and aid it in having the biggest possible positive impact of your community