



**ALLIANCE FOR AFRICAN WOMEN INITIATIVE**  
***AFAWI-GHANA***

***HANDBOOK FOR AFAWI TEEN CLUBS***

SUBMITTED BY AFAWI-GHANA

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## 1. INTRODUCTION - WHY AFAWI?

Women play a central role in the process of social and economic development of families, communities and nations, especially in Sub-Saharan Africa. They form the bulk of workers in the agricultural and commercial sector. They are home makers and are mainly responsible for the quality of nutrition, health, education, physical environment and even sometimes the economic stability of the family.

There is no doubt that women need to be educated to acquire the basic knowledge and skills to carry out these adequately and effectively.

Sadly enough, the large majority of women all over the developing countries are illiterates.

Worse still, an equal number of girls are not being educated. If this situation is not changed, the adverse cycle of malnutrition, poor child and maternal health, ignorance, illiteracy, over population, poor environmental conditions and poverty will continue to delay overall national development.

This is why **AFAWI-GHANA** agrees with all those who believe that education for all is the key to the future.

Indeed, studies show that developing countries that invest more in giving children basic education tend to make more progress.

The vision and mission of **AFAWI-GHANA** can be simply summed as follows:

- To ensure equitable development for both rural inhabitants and poor urban dwellers especially women and children.

## 2. RATIONALE - AFAWI GHANA

The headquarters in Ghana was formed in February 2006 and registered as an NGO under the name: **AFAWI – GHANA**.

The membership of **AFAWI –Ghana** comprises of professional women. Currently, the Executive Council of **AFAWI Ghana** consists of the under listed members:

Ms. Eva Asiedu	-	Chairperson
Mrs. Emma Sekyere	-	Vice Chairperson
Mrs. Esther Nana Agyei	-	Executive Secretary
Mrs. Patricia Owusua Tiekou	-	Special Advisor
Mr. Philip Kwesi Agyei	-	Co-ordinator
Mr. Yaw Adu Dartey	-	Financial Director
Mrs. Michelle Betz	-	Member

Programme of Activities of the headquarters are Co-ordinated by Mr. Philip Kwesi Agyei.

## OVERVIEW OF ACTIVITIES OF AFAWI –GHANA

In January 2006, **AFAWI –Ghana** launched its activities in support of the education for all at an Executive meeting to which a cross section of stake holders in Education were invited. Since this historical maiden meeting at Taifa, a number of activities, programmes and projects were to be undertaken to promote the education for all. These activities include:

- District Workshop; to raise the awareness of District Assemblies and Communities to the low status of education of children.

- Networking with the media and other NGOs; to share the burden of low enrolment of children and seek possible solutions.
- Formation of **TEEN CLUBS**: to involve the youth in providing solutions to problems militating against enrolment, persistence and achievement of children.
- Building of Community Libraries: to improve literacy of students and enhance their achievement, retention and transition rates and
- The Institution of Scholarship scheme for student: to seek financial support for needy students in Senior Secondary Schools.

### 3. OBJECTIVES IN FORMING AFAWI TEEN CLUBS

It is important to form **AFAWI TEEN CLUB** in your School/Community because as young people

1. You have the ability to solve problems that put you at a disadvantaged position and in the future when you grow to become responsible adults.
2. You need to have some kind of power to share in the responsibility of dealing with the issues that affect your own lives. When you are left out, a lot of harm may be caused.
3. You need to develop your skills so that you can participate fully in the campaign which supports education for all.
4. You will have the ability to discuss and learn more about issues that the school and family don't talk about. It will empower both your academic education and your life skills education.
5. Messages from you to your friends and to adults can become a powerful tool for change for the better.
6. You will be recognised as partners and through that you will be able to build your self-confidence which would carry you to adulthood.
7. Your participation in the campaign for the education for all for development is a first step in the process of empowering you as future adults.

### 4. FORMATION OF AFAWI TEEN CLUB

It is expected that **TEENS CLUBS** will be formed at two levels.

**Level 1 – At Schools:** This will be formed by you yourselves through the assistance of Contact Persons and a teacher who is interested in being a Patron for the club.

**Level 2 –At the District level:** by the Contact Persons. Here, the club may constitute a cluster of schools within any particular locality or zone. In this case, the Contact Person will work with teachers from the various schools as patrons/matrons.

In both cases, Contact Person will automatically be the teen officer. However, Club members through consultation with the **TEEN** officers or head of the school may invite eminent people, preferably females, from within the community to be patrons of the club.

### 5. MANAGEMENT OF THE TEEN CLUBS

#### **The Executive Council**

All members of AFAWI –Ghana **TEEN CLUBS** are all supposed to be leaders. However, for effective management, each Club shall be managed by a 7 –Member Executive Council as follows:

1. Chairperson
2. Vice Chairperson
3. Secretary
4. Treasurer
5. Financial Secretary
6. Organizing Secretary
7. Porter

Their duties shall be as follows:

1. **President** Shall preside over all meetings and ensure that the Club is being managed properly. Shall also be the liaison person between the Club and the CP. Shall be a signatory to the Club's bank account.
2. **Vice President** Shall act as president in the absence of the

- President and also assist with planning and supervision of the club's activities.
3. **Secretary** Shall record minutes of all proceedings which take Place at all meetings. She shall also write all correspondence for the club and ensure that meetings are held at least once every forth night. She shall also be a signatory to the clubs bank account.
  4. **Treasurer** Shall keep all monies of the club. The Club shall decide on an amount to be paid as dues. She shall be a signatory to the club's bank account.
  5. **Financial Secretary** Shall keep record of all monies of the club and shall ensure that all cash collected are lodged at the bank and that funds are available for planned and approved activities.
  6. **Organizing Secretary** Shall ensure that club members are well organised for meetings and any other activities of the club.
  7. **Porter** Shall ensure that there is order at all meetings. She shall work closely with the organizing secretary.

The above office bearers shall be natural leaders who are committed, disciplined and active. They may be nominated by club members and approved by consensus or by majority vote under the supervision of CP and Patrons.

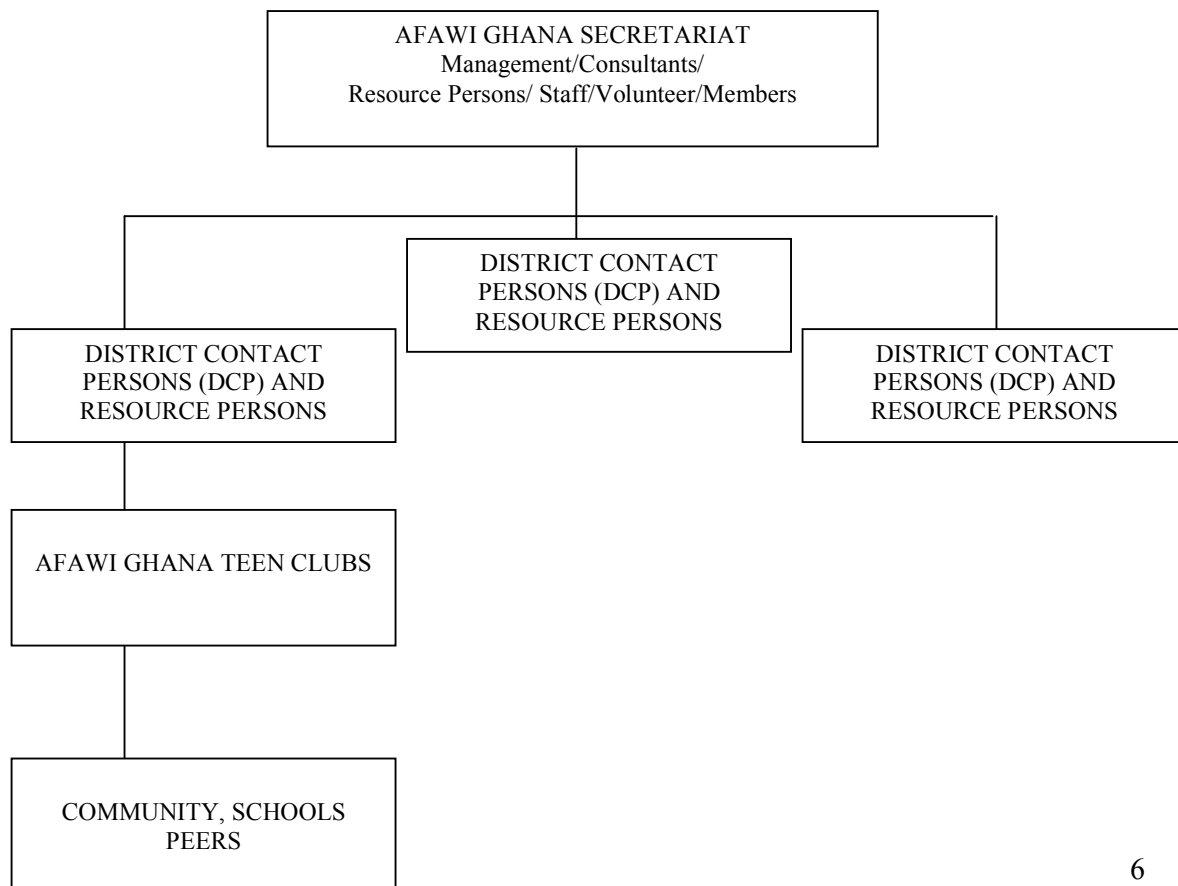
**PATRONS AND RESOURCE PERSONS**

Each Club shall have at least two (2) teachers who are committed to the aims and aspiration of AFAWI to be Patrons for the club.

The Patrons should be consulted on all matters concerning the club. The Patrons shall also be present at all meetings of the club.

There shall be a continuous link with Contact Persons (CP) who are automatic patrons as well as teen officers so that information to and from the Secretariat could flow faster to ensure that the programmes being implemented are in line with AFAWI –Ghana's objectives.

This chart may help explain the links



## 6. ACTIVITIES OF THE TEEN CLUBS

Each AFAWI Teen Club is expected to undertake the following activities:

1. Support the on-going campaign to help raise enrolment of children/youth at all levels of the education system through drama, debate, songs and discussions.
2. Serve as role models to your own age group and classmates through hard work and high achievement.
3. Begin discussions on issues that affect education for all at school, at home, in the community and at the National level and ensure that attention is paid to those that impact negatively on the education for all.

Examples of activities that may be organised by the junior clubs with the assistance of Patrons, Resource Persons and Contact Persons (CP) are:

### **Dramatisation**

Suggested topics may include:-

- Teenage pregnancy and other causes of drop out in schools.
- Problems children face at home that affect their schooling
- The perception of parents and the community on children's education
- How lack of money affects decision-making in educating boys and girls
- Problems girls face in school
- Teaching/learning period – possible frustrations faced by a brilliant student
- Lack of good urinals and toilet facilities which can cause embarrassment
- Disadvantages of students who come from poor homes
- Sexual Harassment
- Distance from home to school, etc.
- Advocate and sensitize people on the devastating effects and consequences of HIV/AIDS.
- Advocating the promotion and uphold of the fundamental humans rights of women and children.

### **FILM SHOWS**

You may request for them from your Contact Persons (CP) and others from the library at *AFAWI – Ghana* Secretariat. After watching the film you may have a discussion about it.

### **WRITE SONGS, POEMS AND ESSAYS**

Causes of children dropout of school

Problems children face in school and at home.

Advocating the promotion and uphold of the fundamental humans rights of women and children.

Advocate and sensitize people on the devastating effects and consequences of HIV/AIDS

### **QUIZZES AND COMPETITIONS**

Simple questions that require very simple answers may be written and conducted on competitive basis.

This will sharpen the brains of club members in the following subject areas:

- Human Rights
- HIV/AIDS
- Aims and objectives of *AFAWI-GH*.
- Benefits of sending your Children to school
- Causes of high drop out in some schools, etc.
- Consider any of the above problems and see if you can compose your own songs.

## **DISCUSSIONS AND DEBATES**

Suggested topics may include the following:

- Is it better to send boys to school than girls?
- Importance in educating the child.
- Can Girls perform equally well as boys?
- Is educating the child a right?
- etc.

## **CREATIVE WORKS AND ART**

Preparation of Posters that promote the Education for all. Positive slogans may be written and pasted around the school compound and in the community. These activities are examples of what the club members can carry out. Resource Persons and Patrons will help you to choose your programmes depending on your age group.

**Club** members should have the initiative to be original in their thinking and in their programmes because problems may differ from school to school or district to district.

Perhaps you may want to make a list of possible things that you can do in addition to the ones suggested above.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

## **7. STRENGTHENING THE TEEN CLUBS**

Once several clubs have been set up within a Zone or district, links can be established with other clubs through:

### **NEWSLETTER OR INFORMATION BRIEFS**

A report on activities held within a period of 3-4 months may be compiled and circulated to all members in the district. This will promote sharing of information and learning from each other. Support for this activity can be obtained from *AFAWI-Ghana* Secretariat through Patrons.

### **NETWORKING**

Debates, symposia, games, quiz competitions and other competitive activities may be organised between 2 or more clubs within the same zone or district.

### **TRAINING WORKSHOPS**

In order to promote and sustain interest in the activities of the clubs, an annual Networking Workshop will be planned at the district or national level by the **AFAWI –Ghana** Secretariat and each club would send a number of delegates to share and learn experiences. This, in no doubt would also motivate you to work harder in order to have concrete activities to report on. It would finally lead to the creation of new ideas that would help improve any ideas you already have.

### **8. RELATIONSHIP BETWEEN AFAWI TEEN CLUBS AND AFAWI –GHANA**

To enhance the work of the **TEEN CLUBS** and to further motivate and support them, **AFAWI GHANA** Secretariat will include the **TEEN CLUBS** in its outreach programmes on the Operational Districts. This strategy will ensure that:

- The activities of the club are in line with the objectives of **AFAWI –GHANA** Secretariat
- The clubs are being managed well
- Contact persons (CP) are supporting and monitoring the activities of the clubs
- The progress and needs of the clubs are clearly established for the following activity.

**TEEN CLUBS** will be assessed at least twice in a year in order that the needed support and direction are provided. To facilitate this activity, all teen clubs are expected to send written reports four times a year through the district Contact Persons (CP).

**APPENDIX 1**

**OUTLINE FOR WRITING REPORT TO AFAWI –GHANA**

1. Name of town where the club is based.....

2. Name the schools where **AFAWI TEEN CLUBS** are drawn from?

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

d. \_\_\_\_\_

e. \_\_\_\_\_

f. \_\_\_\_\_

g. \_\_\_\_\_

3. What is the total membership of **AFAWI TEEN CLUB**?

\_\_\_\_\_

4. When do you do your activities? \_\_\_\_\_

5. How many patrons does the club have? \_\_\_\_\_

<b>NAME OF PATRON</b>	<b>BACKGROUND</b>

<b>NAME OF RESOURCE PERSON</b>	<b>BACKGROUND</b>

6. What are the plans of the club?

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

d. \_\_\_\_\_

e. \_\_\_\_\_

f. \_\_\_\_\_

7. What are the two major problems facing the club?

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

8. Who are the leaders of **AFAWI TEEN CLUB** (Leaders and Assistant)

\_\_\_\_\_  
\_\_\_\_\_

9. What are the sources of funding for the TEENS CLUB?

\_\_\_\_\_  
\_\_\_\_\_

10. Does AFAWI TEEN CLUB have a Bank Account?

Yes (            )            No (            )

10b. If yes, state the name of the bank and the bank account number.

\_\_\_\_\_

**APPENDIX II**

**REGISTER OF AFAWI TEEN CLUB MEMBERS**

Name of club: \_\_\_\_\_

Location: \_\_\_\_\_

Address: \_\_\_\_\_

NAME OF MEMBERS	AGE	SCHOOL	CLASS

