

UNITED NATIONS OFFICE | 2017 RESOURCE PACKET



United Nations Sunday Service

Arm in Arm: Interfaith Action to Disarm
Our Planet

Part III

uua.org/unsunday

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Visit www.uua.org/UNSunday to download complete packet

Planning your UN Sunday Service

Brainstorming UN Sunday

The following guide to planning a United Nations Sunday at your congregation is adapted from the work of Sylvia Heap (longtime Envoy at All Souls UU Church in Watertown, NY), who has been planning these services for over 40 years. The UN Sunday theme follows our Spring Seminar theme which this year is global disarmament.

UN Day every year is October 24th. UN Day also kicks off Disarmament Week, October 24th through October 30th. First you'll need to set a date for your service with the church, preferably around October 24th. The 2017 suggested date is October 22nd. If you are unable to book this date for a service, consider having a post-service event in October and hosting the service on another date*. Alternate dates connect with UN international observance days:

- July 30th is World Day Against Trafficking in Persons & International Day of Friendship
- August 12th is International Youth Day
- August 19th is World Humanitarian Day
- August 29th is International Day Against Nuclear Tests
- September 21st is International Day of Peace
- September 26th is International Day for the Total Elimination of Nuclear Weapons
- October 2nd is International Day of Non-Violence
- October 10th is World Mental Health Day
- October 24th to October 30th is Disarmament Week
- November 6th is International Day for Preventing the Exploitation of the Environment in War and Armed Conflict
- November 16th is International Day for Tolerance
- December 9th is International Day of Commemoration and Dignity of the Victims of the Crime of Genocide and of the Prevention of this Crime
- December 10th is Human Rights Day
- December 18th is International Migrants Day
- December 20th is International Human Solidarity Day
- February 20th is World Day of Social Justice
- March 8th is International Women's Day
- March 20th is International Day of Happiness
- April 29th is Day of Remembrance of All Victims of Chemical Warfare*

*If aiming for Blue Ribbon status, be sure to have your UN Sunday service prior to March 31st which is the deadline for meeting all the requirements to become a Blue Ribbon Congregation.

DEVELOP THE THEME AROUND ECONOMIC JUSTICE ISSUES

(See section on Spring Seminar or Think Globally, Act Locally for some assistance)

- Decide on Guest speaker(s) - consider someone from the UU-UNO, Envoys, representatives of your local UN Association, congregants, yourself etc.
- Pick out some options for readings, hymns, opening and closing. (Keep in mind the connection that economic inequality issues have with our UU principles)
- Consider including a presentation of some kind (i.e. show a video, give more information about economic inequality, have a discussion on local action, etc.)
- Plan on further organizing a reception for after the service (perhaps an international potluck) with special decorations, celebratory cake/food, more information on the theme (try to connect it to local or international economic inequality)

UN Sunday Checklist

What you'll need to pull off your UN Sunday service with success! Keep track of this checklist throughout the planning process.

- People to speak/perform during the service:
 - o Worship associate
 - o Music
 - o Sermon (discuss ahead of time what you'd like them to specifically speak about)
 - o Additional performance (Music? Skit?), Photographer?
 - o Story for All Ages
- Order of Service:
 - o Finalize readings, hymns, other music, etc.
 - o Design Order of Service
 - o UU-UNO Donation Envelopes
 - o Print, fold, and stuff Order of Service
- Worship script (how will Worship Associate introduce each section?)
- UN flag, any other special décor for the UN Sunday service
- Food/drinks for coffee hour
- Display table with UU-UNO promotional materials
- Follow up with UU-UNO about how your service went

Timeline for UN Sunday Service Planning

This is a general timeline to help you plan and prepare for your UN Sunday service. (Guidelines are for an October service – if your service is at another time, just adjust the month!)

JUNE-JULY

- (ASAP) Settle on a date for your UN Sunday service. Inform UU-UNO of the date you've selected.
- Read thoroughly over the UN Sunday packet and educate yourself on the UN and this year's theme.
- If you don't already have youth in your Envoy team, reach out to your congregation's youth group and invite them to help you plan a multigenerational service.
- If you plan to invite a guest speaker to give the sermon, reach out to potential speakers to check their availability. (UU-UNO staff members are available to speak at your congregation! Invite them ASAP, as their schedules fill up quickly!)
- See if your congregation can have a special collection for the UU-UNO during the UN Sunday service (or during October if your congregation has month-long plate recipients).

AUGUST

- Reconvene your UN Sunday Service planning team and check in on progress.
- If speakers/musicians haven't confirmed yet, follow up or find an alternative.
- Brainstorm music and a story for all ages for your service.
- Develop a plan to advertise the UN Sunday service so you can get good attendance. *(e.g. post on social media/congregation's website; tabling during coffee hour; mention in announcements prior to services; place a notice in newsletter, local newspaper)*
- Talk with Director of Religious Education about using UN Me curriculum to help the children learn about the UN in lead-up to UN Sunday. Suggest the RE curriculum for UN Sunday as recommended on page 23.

SEPTEMBER

- Finalize order of service, special collection for UU-UNO, and list of people to speak/perform during the service.
- See if you can get a photographer to take pictures of your service and check with your congregation's administrator if the photos may be shared and used by the UU-UNO.
- Begin advertising UN Sunday service so you can get good attendance.
- Prepare for a table during coffee hour following the UN Sunday service (or during the

whole month!) to educate congregants about the UU-UNO. Flyers to display can be downloaded and printed from www.uua.org/un/envoys.

- o Ask UU-UNO to send you donation envelopes for Order of service/display table.
- Follow up with whoever will give the sermon to make sure they're familiar with the UU-UNO and will talk about the topics you'd like them to address
- Talk with treasurer or church admin about check processing protocol
 - o Can they provide you and/or the UN Office with a list of the names of donors?
 - o Should checks be made out to UU-UNO or to the congregation who will send a composite check?
 - o Review donation protocol for congregations. (Instructions available for download from www.uua.org/un/envoys)

OCTOBER

- Finalize the worship script for the worship associate.
- Meet up with your UN Sunday Service planning team to run through the service.
- Make sure donation envelopes for the service have been procured a week ahead of time
- Continue advertising UN Sunday service so you can get good attendance!
- After the service, make sure to follow up to thank your guest speaker(s) and check in with the UU-UNO to report how it went!

UN SUNDAY: THE DAY OF

- Be there early to:
 - o Get water for the speaker(s)
 - o Test microphones; (if recording) Set up tape recorder, video camera
 - Ensure the camera(s) are fully charged and have memory available
 - o Make sure the Religious Education participation is ready
 - o Greet guests as they arrive
 - o Help stuff donation envelopes into the orders of service (if applicable)
- If a collection is being taken for the UU-UNO, encourage people to write their information on the donation envelopes included in the orders of service so that you can get the Supporters needed to become a Blue Ribbon Congregation (See sample language below!)
- After the service, enjoy coffee hour; Introduce speaker(s) to members of the congregation
- Collect checks made out to the "UU-UNO"
 - o Mark checks from donors who want to be sustaining friends of the UU-UNO
 - o Make a list of individuals who made donations, to qualify for Blue Ribbon Award
 - o Use the UU-UNO's [Donation Instructions sheet](#).

- Work with treasurer to add up the cash from the collection plate (if the collection plate isn't for the UU-UNO, be sure to remind people we are supported by their donations).
- Email the office (unenvoycoordinator@uua.org) with your total money count and how many individuals donated.

UN SUNDAY: FOLLOW-UP

- Please send (email is fine) the following to the UU UN Office:
 - o A few photos (if you can, get permission from the congregation for photos from the service to be used by the UU-UNO)
 - o The number of individual checks (include names, *if you have permission*)
 - o Total amount donated from collection plate (if applicable)
 - o The Order of Service/ Program & any additional information you'd like to share
 - o The UN Sunday Envoy Report ([online!](#))
- Complete the UN Sunday report online (<https://goo.gl/DkAczJ>) in order to qualify for the 2017-2018 Blue Ribbon Congregation Award
- Upload /develop pictures of the service – if on Facebook, tag the UU-UNO!
- Write thank you notes to speaker(s), committee chairs, and others who contributed to the service. You can also enclose copies of photos of participants in the service
- Confirm with the Board about donating the offering to the UU-UNO
- Submit the sermon to the 2017 Dana Greeley Award by Feb. 1, 2018 (www.uua.org/justice-programs/awards/greeley)

Celebrate! You did a wonderful job.

Sample Order of Service:

We recognize that each congregation has its own routine for Sunday morning gatherings, and we encourage you to use and modify the resources in this packet to fit your own congregation's needs. If your congregation is unable to hold a service, hold an event and/or fundraiser about the work of the UU-UNO on UN Sunday. For further inspiration, throughout September and leading up to UN Sunday keep an eye on the UN Sunday portion of our website: www.uua.org/unsunday.

Welcome, Introductions, Announcements: Use this time to introduce UN Sunday and the UU-UNO. Possibly have an Envoy introduce the service.

Call to Worship: Singing the Living Tradition Reading #429 or #475 (UN Charter preamble)

Opening Words/Chalice Lighting: Singing the Living Tradition Reading #453, or #455 by UN Secretary-General (1953-1961) Dag Hammarskjöld

Opening Hymn: Singing the Living Tradition #163 (For the Earth Forever Turning) or #137 (We Utter Our Cry) or #399 (Vine and Fig Tree)

Story for All Ages: "Enemies" by Rev. Christopher Buice (from [UUA Worship Web](http://www.uua.org/worship))

Joys and Concerns: (if your congregation normally has them)

Reading: Singing the Living Tradition #584 "A Network of Mutuality" by Martin Luther King, Jr. or unison reading of the UN Charter preamble (#475)

Sermon/Homily: Some congregations choose to invite a guest speaker from a local university or local United Nations Association (UNA) Chapter, show a short film or clip, or have an Envoy or the Minister deliver a sermon about the UN Sunday theme. Many invite UU-UNO staff to speak. This is where to go into further detail about disarmament.

Offering: The UU-UNO is supported financially by individual, family, and congregational contributions. We suggest holding the offering after the sermon so people will be excited about helping the UU-UNO. (see below for sample language)

Closing Hymn: Singing the Living Tradition #162 (Gonna Lay Down My Sword and Shield) or Singing the Journey #1026 (If Every Woman in the World)

Chalice Extinguishing

Closing Words: Singing the Living Tradition Reading #698 or #692

Collection to Support the UU-UNO

The UU-UNO is supported financially by individual, family, and congregational contributions. Some congregations choose to dedicate their offering on UN Sunday to support our vital mission, while others choose to contribute in their annual budget. We encourage you to decide the best

way to support the UU-UNO. See below for sample language to introduce a collection. There is also an option for people to text “UNO” to 51555 to donate via mobile phone. It’s easy to include that information as a small note in the Order of Service.

SAMPLE LANGUAGE FOR A COLLECTION TO SUPPORT THE UU-UNO:

“Today’s collection is for the Unitarian Universalist United Nations Office. The UU-UNO has held a prominent place at the UN since 1962, advocating for UU values on the global stage. Within our lifelong quest for a world community with peace, liberty, and justice for all, the UU United Nations Office is one way that we are getting closer to that goal. By engaging every day with Member States, organizations, and agencies and speaking out in defense of human rights for those who are oppressed, the UU United Nations Office’s advocacy made LGBTQ human rights become a priority throughout the United Nations system. Recently, the UU-UNO was instrumental in bringing the Movement for Black Lives to the international arena as the UN engages more closely to combat worldwide systems of institutional racism. With discrimination on the rise around the world, having our UU voice represented at the UN is more critical than ever, and the UU-UNO relies on congregations and individual donations to continue their work.

We are hoping to become [*or “to retain our status as”*] one of a few Blue Ribbon Congregations that help to sustain this crucial work into the future. There are Supporter envelopes included in your order of service with details on Supporter levels - to qualify as a Blue Ribbon Congregation we need at least 15 individuals to become Supporters through a gift of \$60 or more. Please write your information on the envelopes so that we can qualify [*again*] this year. You can also text UNO to 51555 to donate via mobile phone. I ask that you please be generous and consider the global impact your support of the UU-UNO can have. Thank you so much.”

UN Sunday Religious Education

Please work with the Religious Educator in your congregation to craft a lesson that will work well:

MEET WITH THE RE COMMITTEE

- To get the children involved
 - Processional – for example use “Let There Be Peace on Earth” banners, or flags representing different countries in the UN
 - Include a Children’s Story
 - Other involvement: passing out pencils, etc.; taking collection
- Email the parents about what the children are doing and when
- Invite teachers to incorporate sections from our “UN Me Religious Education Curriculum” into their classes a Sunday or two prior as well as on UN Sunday

- Contact the Youth Group advisors to ensure Youth are aware of their opportunity to participate in the planning and execution of this event.

CONSTRUCTING A LESSON INVOLVING DISARMAMENT ISSUES:

We encourage all congregations to fully engage all of their members in UN Sunday. Please refer to our Religious Education Packet, “UN Me” available on our website. Below, we have some suggestions specifically based around our 2017 theme of Interfaith Action to Disarm Our Planet.

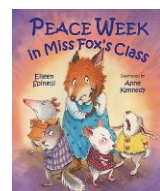
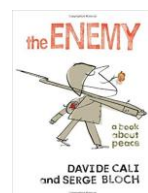
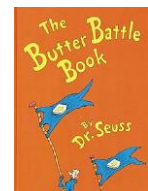
RE teachers should start by educating themselves through our resource section on current work of the UN on disarmament. Use some of the text or resources to draft a brief lesson that will work for your class. After the lesson, engage the children in an activity/ craft. An activity to connect children with disarmament issues is suggested below. Possible suggestions for the craft are in the UU-UNO RE packet (*UN Me* – see www.uua.org/un to download).

Following the craft, we suggest reading a book. Please feel free to choose from the list below. (This is often a good time for a snack.) A powerful way to end the class is to prompt the children to connect what they have learned to the seven UU Principles. With the UU Principles, children can identify which ones are directly related to the issues that different groups of people are facing today in America and throughout the world. Perhaps you can have guest speakers in October from the congregation (consider youth, young adults, adults, and seniors). See Part II: 2017 Global Rights Topic for more ideas and suggestions.

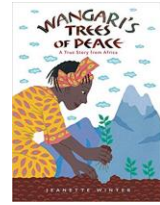
SUGGESTED BOOKS:

A few children’s books related to the subject of disarmament (peace/conflict resolution) or the UN:

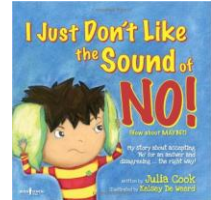
- *The Butter Battle Book* by Dr. Seuss, Random House, 1984: Two communities engage in an arms race over cultural differences, The story ends with both groups preparing to drop a devastating bomb on the other, but unsure of who will go first.
- *The Enemy: A Book About Peace* by Davide Cali and Serge Bloch (Illustrator), Schwartz & Wade, 2007: Two soldiers learn compassion when they discover the enemy that they were told to hate is not a monster or beast, but rather a person like themselves with a family and life outside of their foxhole.
- *Peace Week in Miss Fox’s Class* by Eileen Spinelli, Anne Kennedy (Illustrator), Albert Whitman Company, 2009: Miss Fox wants her students to stop fighting so she declares a peace week where the students learn how impulse control & kindness can help them be friendlier & create more amity.



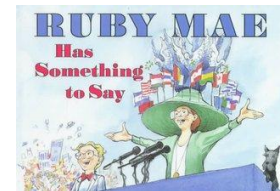
- *Wangari's Trees of Peace: A True Story From Africa* by Jeanette Winter, Harcourt Children's Books, 2008: The story of Wangari Maathai as she tries to replant forests that had been destroyed while she was away at school. Throughout her struggles she learns how to peacefully and successfully advocate for change.



- *I Just Don't Like the Sound of No!* by Julia Cook, Kelsey De Weerd (Illustrator), Boys Town Press, 2011: RJ learns how to appropriately disagree with people in order to come to a mutually satisfying resolution.



- **(Book related to the UN, not specifically disarmament)** - *Ruby Mae Has Something to Say* by David Small, Knopf Books for Young Readers, 1992: Miss Ruby Mae Foote, governor of Nada, Texas, has a big ambition: to deliver a message of universal peace and understanding at the United Nations. Problem is, she's tongue-tied. To help her out, her nephew Billy Bob invents the "Bobatron." When Ruby Mae puts it on she becomes eloquent--and successful.



ACTIVITIES/CURRICULUM:

For Grades K-5 RE classes: Try the UN Me "Peace and Conflict Resolution" activity. (The full unit curriculum including a teacher primer can be downloaded at http://www.uua.org/sites/live-new.uua.org/files/un_me_re_curriculum_unit_3.pdf). Acting as the Security Council, the kids will be prompted to react to a conflict between two different cultural groups. The activity is suggested to help guide discussion and help children process and connect conflict resolution to the concept of peace. Following the activities, reflect as a class on how the way people and countries act can have an effect on their relationships and can control conflict. This activity is adapted from the UN Me Curriculum, Unit 3, Activity 5 (the full curriculum is available for download at http://www.uua.org/sites/live-new.uua.org/files/documents/uu-uno/curricula/me_unit_all.pdf).

Activity and Discussion: Read this to the class: *News flash! At a recent trading session of Starburst and Jolly Ranchers between the Suls, who are very affectionate, and Ickthalonians, who are very formal, an Ickthalonian got scared when a Sul tried to shake his hand. The Ickthalonian jumped backward and ended up stepping up on another Sul's toe. The Sul thought that this was an attack and started hitting the Ickthalonian. A little while later all the Suls and Ickthalonians were fighting with each other. Now the Suls and Ickthalonians have declared war on each other.*

Explain to the class that they are the Security Council. They will be voting on what to do about the Suls and Ickthalonians. Begin by asking some questions. How did the fight start?

What could happen if the Suls and Ickthalonians fight with each other? Could the Security Council help if the Suls and Ickthalonians meet and talk to each other? What should the United Nations do to help? How could the importance of Starbursts and Jolly Ranchers influence whether the two groups fight?

Then have a vote on these ideas. If the participants came up with their own suggestions, vote on those instead. -*The United Nations should not get involved.* - *The United Nations will hold a meeting on neutral ground between the Suls and Ickthalonians.* - *The United Nations should not send Jolly Ranchers or Starbursts to either of the nations until they stop fighting.* - *The United Nations will send peace troops to demand they stop the war.*

Before dismissing class, review the day's lessons and activities. Ask the participants to go over how they felt during the conflict discussions and what they think about the UN's role in helping people resolve conflicts. What about the role of UUs in resolving conflicts? Did all of the conflicts start for good reasons? How should people decide how a conflict is resolved? What does compromise mean, and how should that be used in conflict resolution?

For Grades 6-8 (or older) RE classes: Explore ideas about disarmament with the Disarmament Continuums: Start off by asking the group what they think "disarmament" means. (Simply put, it means a reduction or elimination of weapons.) Explain that in this context we are specifically talking about the elimination of nuclear arms and the reduction and regulation of small arms. This activity is adapted from the UUA's 6th grade Tapestry of Faith Religions Education program, Riddle and Mystery.

Invite the youth to stand. Indicate one side of the room to represent "yes" and the other to represent "no." Ask them to move to the answer that they think is best, or stand somewhere in between if they have reasons to answer both yes and no. When they have taken their positions, you will ask them to explain why they are there.

1. Peace means that there are no conflicts between countries.
2. It is possible for all conflicts between nations to be worked out with negotiations and a dialogue about the issue.
3. I am concerned about a nuclear war breaking out in my lifetime.
4. It is ok for the United States to have nuclear weapons if our enemies do.
5. Nuclear arms are an important tool for keeping this country safe.
6. Since the United States was the first and only country to use a nuclear weapon, it is the responsibility of the United States to stop other countries from obtaining nuclear weapons.
7. Nuclear weapons should be the only type of weapon that is regulated internationally.
8. The United Nations should set limits on what types of guns and other small arms that can be used in international conflict.
9. Gun control laws are prohibited in the USA by the 2nd Amendment to the Constitution.
10. Drones strikes are an acceptable way to engage in combat.

11. Disarmament should be the top priority of the United Nations.
12. I believe that global disarmament is essential to ensure the safety of all people.

After conversations about why each person stood where, take some time to read to the class the preamble to the UN Charter and ask how that relates to the issue of disarmament. Ask the class who they think should be responsible for trying to achieve global disarmament, the United Nations, the governments of individual countries, or people like you and me. Ask if any of their answers from the continuum have changed and why.

Activity and Discussion: Project objective: Explain how peace comes through disarmament, and how arms races work.

RULES:

- Divide the class into two teams (countries)
- Mark the center of the room with a line (imaginary or tape...)
- Each team stands on opposite ends of the room
- Flip a coin to decide which team makes the first move
- Each team takes turns and can either move one step forward (increase arsenal), or stay where they are
- Each country has to decide as a team to move forward.
- Goal is to be the closest to the line than the other team while saving your country; you don't want to engage in war because that puts your country at risk
- First country to pass the line launches their nuclear weapons and declares war on the other country.

DISCUSSION QUESTIONS:

- How does this game relate to any historical events?
- If the other team had declared war on you would you retaliate?
- What could have been done to decrease tension and prevent the war?
- How would negotiation help the situation?
- How could peace have been achieved between the two countries?
- What would have happened if neither team had had weapons?

Lesson plans from Tapestry of Faith related to disarmament:

For Grades 2-3 RE classes: Lesson on Fair Group Decisions from the Signs of Our Faith: Being a UU Everyday program. <http://www.uua.org/re/tapestry/children/signs/session14>

For Grades 4-5 RE classes: Lesson called "The Power of Place" from the Sing to the Power Program on connecting to people from different places to achieve effective social justice and compassion for people who you do not know.

<http://www.uua.org/re/tapestry/children/sing/session4>

For Grades 6-8 (or older) RE classes: The "Nonviolent Communication" activity from the Heeding the Call program can be incorporated to address issues of peace and disarmament.

<http://www.uua.org/re/tapestry/youth/call/workshop3/171761.shtml>

Blue Ribbon Congregation: Requirements

Each year we celebrate Envoys and their congregations with our Blue Ribbon Awards. The following is needed for a congregation to qualify for this honor:

QUALIFICATIONS:

1. An Envoy or Envoy Team
2. Host a United Nations Sunday service
3. Submit a donation from the congregation (such as collection plate) or have an annual budget line dedicated to the UU-UNO
4. 5% of the congregation's members become Individual Supporters of the UU-UNO (or 15 members for large congregations). Supporter levels are as follows:
 - a. Global Equality Supporter* = \$250
 - b. Family/Household Supporter* = \$150
 - c. Individual Supporter = \$60
 - d. Retired/Student Supporter = \$30

*Global Equality and Family/Household Supporter levels can count as two individuals towards your Blue Ribbon status.

The 2017-18 **deadline is March 31, 2018** for Blue Ribbon qualification (including donations!). It is the responsibility of the Envoy, when submitting the donation, to have a record list of names, emails, and amount. If the Envoy is not allowed to see or share the amount, they must still send the list of names and include the total number of donations (the amount is important because our office needs to be able to cross reference data in the database despite anonymous donations). Donation instructions are available at UUA.org/UNSunday. In order to track Supporters, it can be helpful to include UU-UNO donation envelopes as an insert in your UN Sunday order of service. Please contact unenvoycoordinator@uua.org for envelopes!

Dana Greeley Sermon Competition

All UUs are invited to submit a sermon (or address) to the UU-UNO. The purpose of this annual award program is to encourage and to recognize UU principles, thought and action on a wide range of global issues as well as the role of the UN and our own UU-UNO. Each year, the Greeley Award's theme pertains to the theme of that year's Intergenerational Spring Seminar, which for 2016 is economic inequality. (Hint: a sermon given during your UN Sunday Service would be perfect!) While all submissions will be considered, those highlighting the work of the UN and the UU-UNO will be given priority consideration.

The winner will be recognized at the next CUC National Conference or UUA General Assembly and a video of the sermon will be published on our webpage. See the website for more information about the guidelines for submission. www.uua.org/justice-programs/awards/greeley

Deadline for submission is February 1st, 2018.