

# CONNECTING GENERATIONS

A **Toolkit** for Planning  
Intergenerational Events.



Be inspired with **tips,**  
**guidelines** and **lessons** learned from

## **Bridging the Gap...Connecting Generations**

a Saint John project



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## Contributors

This Intergenerational Toolkit was prepared by the Wellness Branch of the Department of Social Development, The Elizabeth Fry Society of Saint John, and Go Ahead Seniors.

## Acknowledgements

Thank you to the women who came together in A Journey to Wellness – a project facilitated by the Elizabeth Fry Society of Saint John. From their inspiration *Bridging the Gap...Connecting Generations* was born. A special thank you is extended to Judy Murphy, Director, Elizabeth Fry Society of Saint John for her contribution to this toolkit as well as her selfless dedication to the *Bridging the Gap...Connecting Generations* project.



# INTERGENERATIONAL PRACTICE AND NEW BRUNSWICK'S WELLNESS STRATEGY

## NB's Wellness Strategy: The Vision

A healthy New Brunswick where, together, we learn, work, play and live in a culture of wellness.

## Intergenerational Practice and NB's Wellness Strategy

The vision for NB's Wellness Strategy includes New Brunswickers of all ages. Creating opportunities to connect people of all generations is part of that vision. Developing stronger intergenerational connections between children, youth and seniors will help grow environments that support a culture of wellness in New Brunswick.

By purposefully creating opportunities to bring people of all generations together, we build environments where we can share collective knowledge and assets. We learn, work, play and grow together through shared experience.

*"Throughout New Brunswick, we are recognizing our capacity, knowledge and assets, within ourselves and our environments, to positively impact wellness. It's about owning what we can do to become more well and working together to create healthier, more supportive communities for all."*

NB's Wellness Strategy

## Inclusiveness and Equity

Inclusiveness and equity are an integral part of NB's Wellness Strategy. Inclusiveness means we intentionally create and sustain environments that value and respect all individuals for their uniqueness, talents, skills and abilities to the benefit of all. It is about creating a culture that strives for equality and embraces, respects, accepts and values differences.



**The Age-Friendly Communities (AFC) approach encourages activities that bring people of all ages together and promote the establishment of intergenerational meeting places or opportunities to prevent social isolation.**

[Age-Friendly Community Guide](#)



Intergenerational programs and activities that bridge the generation gap help to break down barriers among people of varying ages and address issues such as social isolation, ageism, and misunderstanding. Creating supportive environments which enhance opportunities for the sharing of ideas, knowledge and experience will build upon community strengths and move New Brunswick toward creating more Age-Friendly Communities (AFC).

## THE POTENTIAL BENEFITS OF INTERGENERATIONAL PRACTICE

**Intergenerational initiatives can encourage relationships that engage the community and bring about positive social change.**

**They have the potential to:**

- Promote intergenerational connections between youth and seniors;
- Strengthen a sense of understanding, respect, and empathy, while sharing ideas, knowledge, and experiences between each group;
- Promote the sharing of meaningful activities;
- Enhance mental health, self-esteem and a sense of well-being;
- Provide opportunities for all participants to satisfy the three basic psychological needs of competence, autonomy and relatedness (CAR);
- Create opportunities to celebrate the gifts of each generation; and
- Promote more age-friendly communities, by breaking down barriers and stereotypes, which one group may have toward the other.



**Learn more about the mental fitness and psychological wellness needs of seniors.**

Check out [Inspired and Well – A Toolkit for Seniors](#).



# INTERGENERATIONAL TOOLKIT

## About This Toolkit

This Intergenerational Toolkit will help communities and organizations to engage children, youth and seniors in effectively hosting intergenerational projects. It contains practical information and resources to support educators, care providers, community groups and agencies in coordinating successful intergenerational initiatives. The aim is to promote learning, understanding and mutual respect among people of all generations in order to build stronger and healthier communities within New Brunswick.

The resources provided in this toolkit are based on the core principles of Intergenerational Practice. Communities and organizations looking to implement effective Intergenerational Projects should follow these eight principles:

### 1 - Mutual Ownership and Shared Benefits

All participants, including seniors and youth, are engaged and work together.

### 2 - Equal Participation of All Ages

All participants have a feeling of ownership and power in shaping the project and moving it forward.

### 3 - Asset Based

Individual strengths and abilities are recognized and used to their fullest potential.

*“Respectful relationships grow when older adults and young people are given the opportunity to see one another as individuals and not as stereotypes harboured in a large group. By getting to know one another through activities, youth and older adults become aware and informed of the challenges affecting each generation. By building these positive connections between individuals of different generations, communities become more resilient. Their network of caring prevents mistreatment of individuals and groups.”*

Sharon Mackenzie,  
[i2i Intergenerational Society of Canada](#)



## 4 - Planning

Intergenerational Practice makes a conscious effort to create environments where positive intergenerational relationships develop naturally.

## 5 - Cultural Awareness

Intergenerational Practice recognizes the cultural diversity within New Brunswick communities.

## 6 - Strengthens Community Bonds and Promotes Active Participation

Intergenerational Practice promotes the engagement of people from across the generations with each other and those around them. The emphasis is on positive connections, recognition and building upon people's strengths.

## 7 - Challenges Ageism

Intergenerational Practice provides a mechanism for the generations to meet, work and explore together; creating opportunities for discovery, learning and mutual gain.

## 8 - Cross Disciplinary

Intergenerational Practice provides an opportunity to broaden the experience of professionals through cross-training with other groups. It is a vehicle for cross-sharing of ideas and best practices.

[Adapted from "Guide of Ideas for Planning and Implementing Intergenerational Project – Together yesterday, today and tomorrow" – Mates, Teresa Almeida Pinto et al, 2009]





# INTERGENERATIONAL EVENT PLANNING – A PLANNING CYCLE

This planning cycle can be used for any intergenerational and/or community project. The process can be used for current and future planning.

## 5

### Modify Actions

Make changes based on reflection and feedback, leading back to Step 1.

## 4

### Reflect and Evaluate

Creates opportunities at the end of each meeting and each event for learning and improving process and planning as an on-going process of change.

## 1

### Establish a Vision

Helps focus and continuously refocus project team members and orient new members.

## 2

### Create a Collaborative Plan

Establish clear roles and responsibilities. Everyone on the team has wisdom and something meaningful to contribute. Each has a voice to be heard.

## 3

### Take action

In implementing the plan, everyone is invited to have a role to the degree of his/her own comfort level or time availability. Create a learning culture in which everyone has something to teach and learn.



**Attention to planning and process will promote the building of intergenerational relationships, draw on the strengths of your team, and contribute to the success of your project.**

Throughout whatever process/model you use to plan and implement your Intergenerational Project, encourage positive thinking, listening, value for diversity, communication, and provide opportunities for all to be engaged, heard and validated. What you learn from your reflections and evaluations of one activity will inform and lead to subsequent event planning. *Above all else – have fun!*

# GETTING STARTED – PLANNING YOUR INTERGENERATIONAL EVENT

The following steps are meant only to be a guide. Attention to planning will promote the building of intergenerational relationships, draw on the strengths of your team, and contribute to the success of your project. *Take it. Use it. Make it your own.*

## 1 – ESTABLISH THE VISION

Focus and continuously refocus project team members and orient new members.

### Identify Your Goals

Each intergenerational event can have different goals. In your planning, identify the purpose of your event and approach potential partners to work together to make the day a success.

- Identify existing links between seniors and children already in place.
- Identify how this may link with an age-friendly community initiative within your community.

### Create an Organizing Committee

- Recruit volunteers to work together in planning your intergenerational event.
- Create a checklist to ensure all event details are covered.
- The scope of your event will impact the size of your organizing committee.
- A successful committee shares the responsibilities associated with event planning.
- Regular meetings will ensure the planning moves forward.



**In Bridging the Gap...Connecting Generations, forming a core team to guide the project helped light the first sparks. The project embraced diversity in team members—ages, skills, education, work, volunteer and lived experiences, and involvement in varied communities. Here are some ideas for partner organizations to approach for your Intergenerational event:**

- Seniors homes
- Health professionals
- Schools
- Historical societies
- Youth groups
- Local nature groups
- First Nations communities
- Businesses
- Artists
- Environmental organizations
- Seniors groups
- Fitness organizations and/or programs
- Service clubs
- Other community-based organizations

## Choose a Location

Choose a safe and accessible setting that will meet the needs of your group. The space should have sufficient room and lighting. Consider parking, access to buildings, washrooms, etc. Check out the [NB Guide to Accessible Festivals and Outdoor Events](#).

## Share the Workload

In your initial meetings, determine who is responsible for what tasks, the steps involved to accomplish each task required, and set deadlines for completion of each task.

## Select a Day

Even though *Intergenerational Day* is officially celebrated annually on June 1st, you do not have to schedule your event on this day. There may be other factors in your community which make another day better for you. When scheduling your day, plan for a rain/storm date early on. Some venues may not be easy to re-book at only a few days' notice.

## Select a Time

Select a time that best fits the needs of your community. Your target population and the types of activities you plan to host will have an impact on when your event will take place. It is always a good practice to see what other events will be occurring in your region on the day of your event to avoid conflicts. Consider the schedules of your target participants. Are participants available during the day or will you need to plan around school schedules, work schedules, etc.



**Creating a safe space is key to encouraging participation and engagement, and creating a welcoming environment so that everyone's voice is heard and wisdom shared.**

Setting a pattern at the first meeting helps give structure and shape, so people become comfortable and know what to expect in subsequent meetings. Helpful strategies to bring people together at each meeting include welcoming remarks, a round of introductions, or the reading of a narrative. This approach provides a way to ground and focus participants on the key elements of the project. Examples of narratives to read include *Song of the Builders* by Mary Oliver or quotes from *The Velveteen Rabbit* by Margery William.

## 2 - CREATE A COLLABORATIVE PLAN

*Establish clear roles and responsibilities. Everyone on the team has wisdom and something meaningful to contribute. Each has a voice to be heard.*

### Choosing Activities

As you select the activities for your intergenerational initiatives, use your available resources to work towards an achievable goal and be aware of your target demographics. Imagine creating an Intergenerational Project focused on getting your community engaged and excited to be involved.

Here are some ideas:

- Seniors join children at the local school to share lunch time together (seniors bring their own brown-bag lunch).
- School children and retired adults plan, plant, and harvest crops for a local community garden.
- Youth and seniors prepare food together and learn about healthy eating.
- Youth volunteer to visit a senior in a local care facility, or accompany them on planned day trips.
- Youth and seniors plant fruit trees within a community; produce is used by a local culinary school each fall.
- Seniors participate in after-school activities with youth. These activities could include computer classes, how to use the internet, music, or physical activity classes.
- Seniors mentor youth on activities such as art, creative writing, music, or dance.
- Older adults and children participate in a learn-to-read program.
- The community develops a daycare in a seniors complex where activities are planned for children and seniors to participate in activities on a daily basis.
- Technology initiative between teens and seniors, e.g. Skype.



### Check out **Across the Generations: Respect for All Ages** - 21

Intergenerational lessons for children aged 8-13 - school, home or community based.

<http://intergenerational.ca/i2i/wp-content/uploads/2015/08/AcrossGenerationsEnglish.pdf>

## Budgeting

A budget is only as good as the information that goes into its preparation. It is important that all aspects of the event be properly planned and revenues and expenses be accurately defined before the event takes place.

Forecasting how much money will be available and where it will be spent is useful. By planning for key financial goals, you should be able to identify, well in advance, any concerns that need to be addressed.

## Grants

Grant programs may be offered through your municipality, private business, or Government. Your initiative may be eligible for a grant from the Wellness Branch. The Regional Wellness Grant Program supports community-led wellness initiatives that lead to the development of healthy and resilient people living in healthy and resilient environments. You can contact your [Regional Wellness Consultant](#).



**Other grant programs may also support intergenerational initiatives depending upon the key focus area of the initiative.**

For example, the [Community Food Action Program](#) or the [Take Action on Tobacco Use Grant Program \(TATU\)](#).

You might also find support for intergenerational initiatives with the New Horizons for Seniors Program offered through the federal government, more details at

<http://www.esdc.gc.ca/eng/seniors/funding/index.shtml>.

## Find Local Sponsors

Sponsors can maximize the potential of your event. There are many opportunities for everyone in your community to get involved, so pool your friends' and family's knowledge for ideas. Before contacting a potential sponsor, make sure you have established the goal(s) of the event and how the potential sponsor can benefit from supporting your event.

Look for ways to place local sponsors in your promotional material as well as ways to recognize these sponsors during and after the event. This could be as simple as thanking them at the event, allowing them to have a booth at the event, and/or to display banners.

Sponsors Can Participate By:

- Providing financial support
- Donating goods or services
- Related organizations could provide specific services, goods or prizes
- Providing space for the event
- Assisting with setup and take-down
- Participating in the event or providing volunteers



### Key groups that can move your Intergenerational Project forward:

- Invite Senior Goodwill Ambassadors to be involved. To locate an ambassador in your region, contact the Department of Social Development (Wellness Branch) at (506) 453-4217.
- Connect with [Go Ahead Seniors](#).
- Connect with [Association Francophone des Aînés du Nouveau-Brunswick](#).
- Connect with your [Regional Wellness Consultant](#).



## Volunteers

A key resource for any successful event is volunteers. Many events would not exist without the people who volunteer their time, energy and expertise to make them happen. Volunteers are needed both for planning and carrying out the event. Be sure you have an adequate number of volunteers in place for the day of your event.

### Finding Volunteers

Look for people from within your organization. Your volunteers, staff and acquaintances may know people who are interested in volunteering. Contact service clubs and advertise for volunteer help. This can be done through bulletins, newspapers or social media. When recruiting volunteers, communicate the time commitment that is required and the type of responsibilities involved. Contact your local volunteer centre for help. Look for the volunteer centre closest to you at <https://volunteer.ca/volunteer-centres/province/NB>.

### Manage, Train and Recognize Your Volunteers

Engage your volunteers throughout the whole planning process. Since volunteers are not paid, provide them with a job that is worthwhile and rewarding as well as suited to their interests. Give volunteers an overview of the event, its goals and the organization. Introduce them to the people that they will be working alongside and make them aware of any relevant policies and procedures, and create a plan to recognize them with either a party, letter, certificate or special gift.



**Consider establishing guidelines for your volunteers around working with vulnerable populations.**

These may include: guidelines around privacy; using first names only; physical touch; washroom support; taking and sharing of pictures; etc.



## Planning: Get Organized

### Create a Checklist

In order to avoid last-minute issues and stressful situations, an event checklist should be created, outlining all tasks, timelines and people responsible for each. Don't forget to include all the supplies/equipment required as well as basic needs such as pens, scissors or tape. Consider other items, such as name tags for the organizers and volunteers, First Aid kits, and all necessary contact numbers.

### Booking Experts and Equipment

If you plan on booking a local expert to provide a service at your event, make sure they will be available on the day and/or rain date. Contact them early, determine their specific needs, and ensure that someone on your committee is responsible to assist this individual and to have what is required on site.

Make your intergenerational event more inclusive. Ensure other event needs, such as specific equipment, electrical needs, portable toilets, and sound equipment are planned for and secured for your event date. Do not leave these requirements to be secured at the last minute.

### Promoting Your Event

Promotion is crucial to the success of your event. A well-executed communication plan will make a big difference in the number of people you attract to your event and in determining the influence it will have in the long run in your community. Add your Intergenerational Event to the Wellness Events online Calendar at <http://calendar.wellnessnb.ca/>.



**Many older people are from a generation where smoking was the norm. Think about how you can make your event smoke-free. Check out the Anti-tobacco Coalition guide.**

Check out the Anti-tobacco Coalition guide - [Making my Outdoor Event Smoke-free.](#)



**Arrange event permits if needed. Permits might be required for the displaying of banners, street closures, or food preparation during your event.** Contact your

municipality to find out about any requirements and procedures.





## Posters

Create a plan for where you can place posters to attract interest. Consider community boards, arenas and businesses that are willing to support the event. Check out the modifiable [poster template](#) and the [save the date](#) invitation on *The Wellness Movement's* website that you can use to advertise your event in the community.

## Social Media

Use Facebook, Twitter, YouTube and other forms of social media to share information about your event. Ask your friends and colleagues to “like” and “share” your posts, using a relevant hashtag. Tag *The Wellness Movement's* [Facebook](#) page and/or [Twitter](#) accounts to increase visibility. Let us help spread the word.

## Radio, Public Service Announcements

PSAs can be useful in reaching a mass audience, although you may not be able to determine when the spots will be aired. Look to convince the station that your message is especially important to their local audience. Contact the station personally and be aware that guidelines for acceptance may vary from station to station.

## Invite the Media

Invite local TV stations, radio stations and newspapers to your event. Provide them with all pertinent information about the event: date, location, start and end time, purpose/goal and the phone and email address of a contact person. Find a list of all New Brunswick media here: [http://www2.gnb.ca/content/gnb/en/news/media\\_list.html](http://www2.gnb.ca/content/gnb/en/news/media_list.html).



### Prepare for Plan B if event is outside.

Always have a contingency plan in the event of inclement weather. You could plan a rain date, or be prepared to reschedule the event for another time or cancel altogether. Have a plan for who decides to cancel or postpone the event and how this will be communicated amongst the committee and also to the public.



### 3 - TAKE ACTION: IMPLEMENT THE PLAN

*Implementing the plan invites everyone to have a role to the degree of his/her own comfort level or time available and creates a learning culture in which everyone has something to teach and to learn.*

#### **The Big Day : Bring It All Together**

Once everything is organized, volunteers know what they are required to do, and participants are beginning to arrive, it is time to put your plan into action.

### 4 - REFLECT AND EVALUATE

*Creates opportunities at the end of each event for learning and improving process, and planning as an on-going process of change.*

#### **After the Event**

- Review the planning process: walk through all aspects of the planning to evaluate and discuss how each could be improved. Make detailed notes that will be helpful in next year's planning process.
- Distribute a survey after the event. Encourage participants and volunteers to take a moment to share feedback with you.
- Identify partners, sponsors and volunteers that should be contacted for future events.
- Celebrate your success!

#### **Evaluate**

A collaborative evaluation that supports a learning culture offers a reflective process in which seniors, children, volunteers, and core team members participate as a group, either at the end of each event or at the end of each project meeting. A variety of methods can be combined to assess outcomes:

- observations
- feedback
- informal conversation
- focus group conversations following each event

## 5 - MODIFY ACTIONS - LEARNING AND PLANNING FOR NEXT TIME

Make changes based on reflection and feedback in order to create a clear vision for your next event.

Inviting participants to reflect on their experiences immediately after the event helps identify what worked well and what might be changed for next time. Each event provides an invaluable learning experience which can be used to the benefit of the next.

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**Remember...These ideas are meant to inspire you. Your intergenerational event will be unique to you and your community/organization.**

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## CELEBRATING SUCCESS

The following – *Bridging the Gap...Connecting Generations* – is an example of an intergenerational community project that can be adapted in your own community. Read on to see how this project came together from its original idea. You'll learn how one idea grew and expanded into multiple intergenerational initiatives.



# BRIDGING THE GAP...CONNECTING GENERATIONS – OUR SAINT JOHN STORY

**We dreamed. We engaged. We connected. We celebrated.**

## **The Dream**

The dream was to build capacity within neighborhoods and create opportunities for an intergenerational learning exchange through storytelling. The goal was to deepen connections between school-aged children and seniors through the sharing of experiences and memories of growing up in Saint John.

We came together to:

- Build connections by sharing personal stories;
- Create awareness of the challenges of social isolation and the feeling of disconnect among seniors;
- Foster a sense of belonging and a sense of value;
- Recognize and heighten an awareness of Saint John's vibrant history and diversity; and
- Promote volunteerism by increasing the number of people who become involved in supporting those seniors who are isolated.

## **THE BRIDGING THE GAP...CONNECTING GENERATIONS PROJECT**

This project began with a group of women living in Saint John who came together in *A Journey to Wellness* – a project facilitated by the Elizabeth Fry Society of Saint John. The women who came together were empowered to believe in their own capacities to create positive social change. Subsequently, this led to their hosting of the initial *Bridging the Gap...Connecting Generations* event in Saint John in January, 2016.

## Building Connections Through Storytelling

*Bridging the Gap...Connecting Generations* was designed to offer safe and welcoming spaces for seniors and children to share their stories of growing up in Saint John. The storytelling became an opportunity for the children and seniors to be seen and heard, allowing for a greater sense of connectedness and belonging.

Using a “speed-dating” (“speed chatting”) concept, children and seniors partnered together to exchange their stories. After an hour of story sharing, all participants came together as a large group to enjoy a nutritious snack and share their respective experiences with the ‘speed chatting’.

## Storytelling Prompts

*The following prompts were used to get the seniors and children sharing their stories.*

“Tell me a story of what it was like for you when you were young and growing up.”

Prompts included:

- Chores you did / do at home?
- Games /activities you played / play indoors or outdoors?
- Meal times / your favorite meals?
- What technology did / do you use? Phones? Radio? Music players?
- Clothes you wore / wear? What are / were your favourites?
- Pets you had or have? What were / are their names?
- What are / were supper times like at your house?
- What musical instruments did / do you play?



The success of the initial storytelling event led the Elizabeth Fry Society of Saint John to expand the pilot by reaching out to community partners to host subsequent storytelling events in five priority areas in Saint John.

The storytelling events were followed by a celebratory event that took place in June 2016 on Intergenerational Day Canada. All the storytelling event participants, volunteers, and guests came together to share, play, and laugh, enjoying each other's company at an outdoor carnival-style event. The "carnival" included 6 stations (tents) offering opportunities for conversation and activities such as gardening, art, games, books, a photo booth, and technology-related activities.



### A Consideration of Ethics

Project organizers and core team members needed to be aware of potential risks for all participants and create strategies to minimize those as much as possible.

#### Some questions to ask:

- What supports are in place when stories are shared which might evoke strong emotions?
- How can respect be held in situations that might be challenging; for example, when it is difficult to hear or understand seniors' voices?
- What protocols need to be followed and respected when working with children and seniors?



## BRIDGING THE GAP...CONNECTING GENERATIONS – CHECKLIST FOR SUCCESS

- ✓ Have a strong shared project vision.
- ✓ Respond to an identified community need.
- ✓ Create a project team of diverse members who share creative ideas and input from start to finish – seniors, children, staff, volunteers, funders, community decision-makers – who influence and contribute to an expanding, organic project.
- ✓ Sell the project story.
- ✓ Take opportunities to think things through together.
- ✓ Encourage a spirit of collaboration.
- ✓ Establish an atmosphere of openness and a willingness to trust, to take risks, and to try new things.
- ✓ Focus on capacity building and learning how to make the project happen.
- ✓ Foster communication – have frequent meetings, which are kept to a specified time frame (1 hour / 1.5 hours), share minutes of each meeting.
- ✓ Offer healthy food for snacks.
- ✓ Identify project champions, i.e. community leaders, people with influence and connections locally and politically, leaders in the schools, and in the seniors' residences.
- ✓ Identify dreamers and risk-takers with vision and a belief in the project.
- ✓ Identify people who are action-oriented with energy and enthusiasm to roll up their sleeves and do the work.
- ✓ Include school principals.

## Acknowledgements

The *Bridging the Gap...Connecting Generations* Project was coordinated by the Elizabeth Fry Society of Saint John NB Inc. with its community partners:

- Boys and Girls Club of Saint John, Inc.
- Brunswick Drive Residence
- Centennial School
- Crescent Valley Resource Centre
- Danell's Drive Seniors Residence
- Go Ahead Seniors
- Hazen-White St. Francis School
- NB Dept. of Social Development, Community Involvement, Region 2
- NB Dept. of Social Development Regional Wellness Consultant
- New Brunswick Museum
- Saint John Free Public Library
- Seawood School
- Senior Goodwill Ambassadors
- Stephenson Tower/Charlton
- St. John the Baptist School
- Turnbull Residence

## THANK YOU TO THE SENIORS AND CHILDREN WHO PARTICIPATED IN THIS INTERGENERATIONAL EVENT

sharing stories of growing up in Saint John (and other interesting places, too). Thank you to the many volunteers who helped make it happen.

For more information on this project or advice on how to get started, please contact the *Elizabeth Fry Society of Saint John NB Inc.* at:

Phone/Fax – 635 8851

Toll-free – 1 866 301 8800

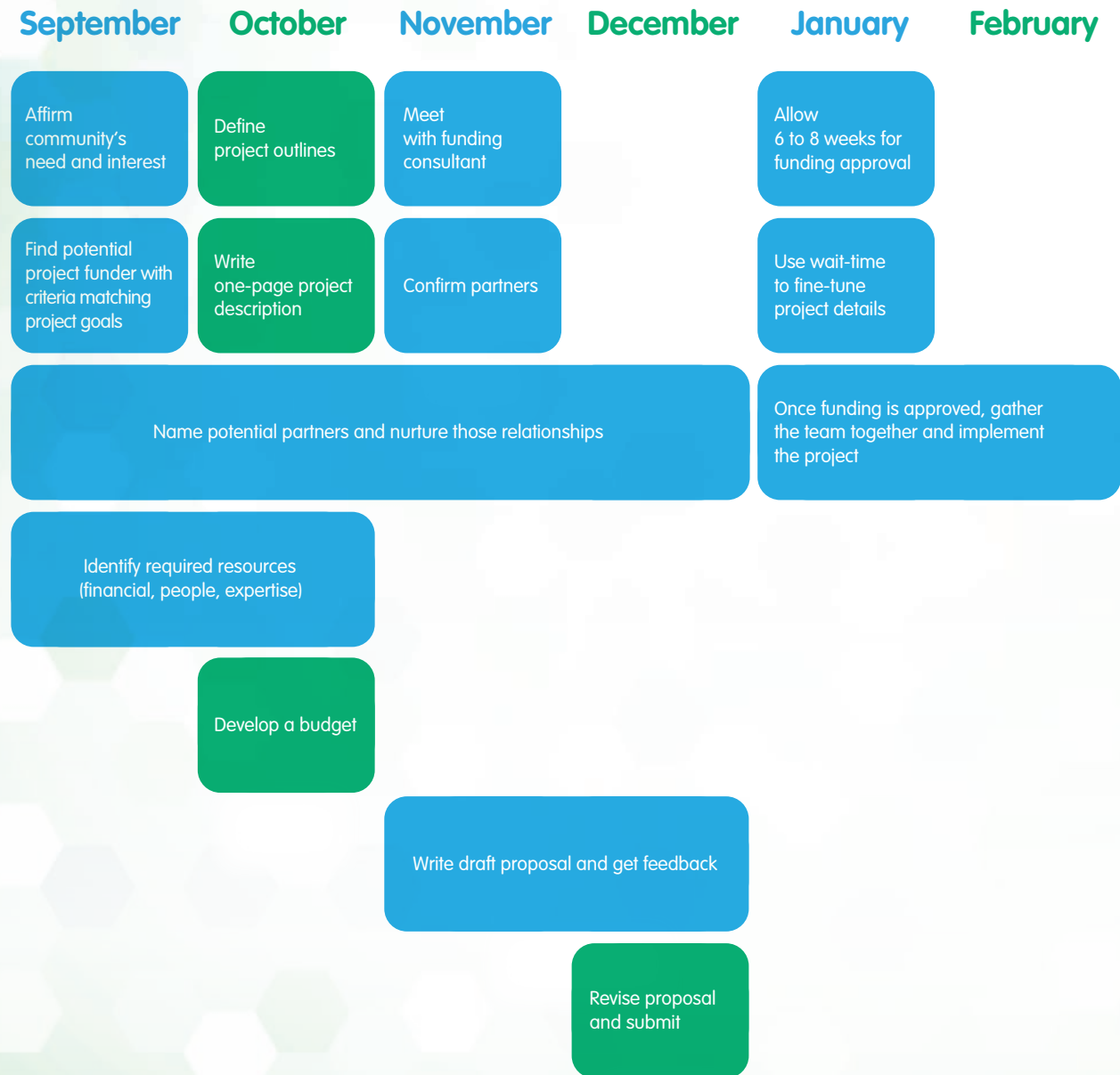
[efry@nb.aibn.com](mailto:efry@nb.aibn.com)





## Appendix A

# BRIDGING THE GAP...CONNECTING GENERATIONS – PLANNING TIMELINE



## Appendix B

# BRIDGING THE GAP...CONNECTING GENERATIONS - EVENT INSTRUCTIONS - STORYTELLING

Although each of the individual events had its own uniqueness with respect to scheduling, the number of people involved, and location, there were commonalities in the advance preparations. Each event followed the same pattern of matching seniors and children, providing storytelling topics, timing of conversations, enjoying a social time together, and reflecting on the experiences and learning. Volunteers were on hand to set up, meet and greet, sit with the seniors and children, take photographs, prepare refreshments, and tend to any other needs as they arose.

### **Time required: 2.5 hours (including 1 hour for setup and clean-up)**

Seniors and children are engaged for 1 hour of storytelling and 30 minutes for socializing, refreshments and reflections.

### **Advance Preparation (timeframe – 1 month prior)**

- Distributed posters to invite seniors to participate.
- Asked for seniors and volunteers to sign consent forms for the use of photographs for reports and publicity.
- Distributed event guidelines for seniors and volunteers.
- Identified props/photos to prompt storytelling.\*
- Appointed a timekeeper.
- Delegated “hosts/hostesses” to meet and greet seniors and children as they arrived to welcome and to ensure that they were settled at their tables.
- Identified an emcee to welcome participants, give a brief overview of the event instructions, and thank participants, volunteers and sponsor(s) upon closing.
- Identified a photographer.
- Arranged for press to cover the event.

*\*One senior used two empty Carnation Milk cans to show children how she and her friends would stomp on the cans with their feet to skate on the cans.*

### Event Setup (timeframe – 1 day before)

- Prepared numbered signs for each table (e.g. Table 1, 2, etc.)
- Set tables and chairs for 1 senior, 1 child, 1 volunteer.
- Bought healthy food and refreshments.
- Made name tags for everyone (first names only).
- Set up photos/props.

### Event Setup (timeframe – 30 minutes before)

- Arranged room with tables for 3 (1 senior, 1 child and 1 volunteer).
- Prepared food for table snacks and post-event refreshments.
- Set tables with colourful tablecloths.
- On each table, placed story prompts, card with table number and flowers, healthy snacks.
- Volunteer(s) greeted participants, gave brief outline of the time together, and reviewed guidelines.



## Appendix C

# INTERGENERATIONAL DAY CELEBRATION, JUNE 1<sup>ST</sup>

For the *Intergenerational Day of Celebration*, the seniors and the children that participated in the “speed-chatting” sessions were invited to an outdoor carnival-style celebration. Volunteers hosted a variety of activities under a series of canopies. Six canopies represented six stations:

- Gardening
- Photo Booth
- Healthy Snacks
- Art
- Books
- Games

In a rotation, each group (seniors and children) was invited to spend 15 minutes at each station, where they could exchange ideas and share talents.

**Time required: 3.5 hours**

**(including 1 hour for setup and 30 minutes for clean-up).**

Seniors and children are engaged for 2 hours.

## Advance Preparation

- Planned activities for the event.
- Set date, time, and location (and identified indoor options in case of poor weather).
- Verified potentially conflicting events that were scheduled.
- Booked the site in advance with the city/town.
- Requested equipment/resource needs, e.g. portable toilets, preparation of site, etc.



- Prepared/distributed information notice for parents/school staff.
- Designed, printed and distributed (1-2 weeks prior) invitations for seniors to participate.
- Sent out email invitations to VIPs 2 weeks prior to the event.
- Arranged for tents, tables and chairs.

Children who participated in the June 1st celebration enjoyed having autograph books. It was a successful tool to foster more engagement with seniors and dignitaries.

## BRIDGING THE GAP... CONNECTING GENERATIONS – SCHEDULE

**8:30 - 9:30** Setup.

**9:30 - 9:40** Volunteers greeted children, seniors, and VIPs as they arrived; handed out name tags, autograph books, pens and a map outlining the starting points for each group.

**9:40** Welcome / celebrations began.

**9:45 - 11:20** Activities (Performed groups of children and seniors rotated through the 6 activities, allowing for 15 minutes at each activity and 5 minutes to move between each).

**11:20** Closing Remarks / Goodbyes.

**11:30 - 12** Clean-up and Volunteer Debrief.



**Having core team members sensitive to the energy level of participants and being comfortable with making changes in the moment allowed for some impromptu fun and interjections.**

Everyone was invited to dance together as an energizer that promoted much laughter, smiles and a sense of fun.



**Bridging the Gap...Connecting Generations invited key organizations to participate, such as the local museum and library.**

They brought old sports equipment, games and old technology. The library brought old and current books, such as *The Hardy Boys* and *Nancy Drew*.

## REFERENCES AND ONLINE RESOURCES

*The Wellness Movement* - <http://www.wellnessnb.ca/> (Resources for You)

i2i Intergenerational Society of Canada - <http://intergenerational.ca/i2i/>

Age-Friendly Guide: How to Develop Your Age-Friendly Community -  
<http://www.wellnessnb.ca/resources/age-friendly-guide/>

Making My Outdoor Event Smoke-Free -  
<http://nbatc.ca/en/index.php?page=making-my-event-smoke-free>

In Motion - <http://hepac.ca/in-motion/seniors-in-motion/>

Implementation Guide for Older Adults -  
[http://www.in-motion.ca/uploads/content/Saskatoon\\_Guide\\_2012.pdf](http://www.in-motion.ca/uploads/content/Saskatoon_Guide_2012.pdf) -

Le Mouvement Acadien des Communautés en Santé du Nouveau-Brunswick -  
<http://www.macsnb.ca/>

NB Guide to ACCESSIBLE Festivals and Outdoor Events -  
<https://www.recreationnb.ca/assets/docs/guide-to-festivals-and-events-nb-20160530162922.pdf> -

Parks and Trails Day NB's Event Planning Kit -  
<http://www.wellnessnb.ca/resources/event-planning-kit/>

A Guide for Intergenerational Practice -  
<http://www.ageingwellinwales.com/Libraries/Documents/Guide-to-Intergenerational-Practice.pdf>



# CONNECTING GENERATIONS

A **Toolkit** for Planning Intergenerational Events