FROM National Recreation Association
315 Fourth Avenue, New York 10, N. Y.

"Adults, as well as children, need play," says Anne Livingston of the National Recreation Association. The wise leader will start his adult parties with an activity which is simple but not childish."

Many other activities and methods of the "wise" recreation leader will be demonstrated by Mrs. Livingston in her Recreation Leadership Training Institute to start locally on _____. Herself a skilled musician and recreation leader of wide experience, she has trained hundreds of leaders of adult recreation in institute classes. As a specialist in recreation leadership training for the National Recreation Association, Anne Livingston has conducted classes for leaders of children, teen agers, servicemen, and adults in recreation departments, schools, churches, service centers, youth agencies, and many types of local organizations.

This Training Institute is being sponsored jointly by the National Recreation Association and the local _____

Leaders in parent teacher associations, Y.M.C.A.'s, Y.W.C.A.'s, churches, and other local institutions; in rural groups at servicemen's centers, will find games for adults, for banquets, for annual meetings, holidays, picnics, and family fun nights, taught by Anne Livingston in a play way at the Institute, but with variations which will make them adaptable to each individual organization's party theme. Classes will be held daily _____ at _____

For further information phone _____

FROM National Recreation Association
315 Fourth Avenue, New York 10, N. Y.

"You never know where good leaders will come from," says Anne Livingston, Recreation Training Specialist of the National Recreation Association, who will arrive here next _____ to open a Leadership Institute for all individuals interested in recreation, both professional and volunteer. "Many restless youth who may be considered predelinquents have excellent leadership qualities, initiative, skills, and abilities which need only to be redirected by an understanding adult leader. Much delinquency is caused by neglect of parents, lack of neighborhood advantages, and the desire for things that money can buy. If recreation leaders can help these young people obtain some of the security, the opportunity for self-expression, and the thrills which they now lack, many will become useful citizens.

"We must, however, find these restless, alert children when they are young and train them in as club leaders, monitors, junior leaders, and members of such groups as youth councils. Sometimes the shy child has unexpected leadership abilities but doesn't know it. It is the leader's job to help these young people develop confidence in themselves and put their abilities to work for the benefit of all," continues Mrs. Livingston, who will devote part of each session at the Recreation Leadership Training Institute to be held in the _____ building, to leadership methods and ways of organizing and using junior and senior councils, leaders' clubs, and volunteers.

Anne Livingston, herself a recreation leader of long experience, has for the past seven years trained hundreds of professional and volunteer recreation leaders in institute courses, most recently in connection with the servicemen's center at Miami Beach, Florida, the third largest in the country.

The local institute is sponsored jointly by the National Recreation Association and the local _____ with classes being held daily from _____ to _____ All who are interested in recreation leadership training are urged to register early with _____ For further information phone _____

FROM National Recreation Association
315 Fourth Avenue, New York 10, N. Y.

"One of the functions of the volunteer recreation leader is to help young people turn their energies into the right channels," says Anne Livingston, Training Specialist of the National Recreation Association, who will arrive on _____ to conduct a Recreation Leadership Training Institute sponsored jointly by the Association and the local _____

"Don't try to 'shush' adolescents at parties or they will make more noise than you ever heard in your life. Remember they are suffering from war jitters too, and their way to relax is to make noise," says Mrs. Livingston. "Give them a chance to gather around the piano, sing the songs they want to sing, or arouse their interest with a challenging game when the first two or three arrive. Then get them into a very active musical mixer accompanied by a popular tune which is played faster and faster until the young folks are breathless and willing to stand still or sit down to a quiet game. They recuperate quickly, however, so a wise leader will have a number of such games available for use at fifteen minute intervals so that the group will never get out of hand but will thoroughly enjoy the party."

Training youth leaders, both professional and volunteer, to lead stamping and clapping games, partner snatching mixers, and musical marching games to the latest hit parade tunes so that the newest adolescent and the soldier to whom games may be a new experience will have "the time of his life," has been Mrs. Livingston's work and play for years. For over seven years she has conducted institutes in which many hundreds of volunteers have been trained. A skilled musician and song leader herself, she has led thousands of young people and servicemen in recreation activities and has supervised many hundreds of volunteers before joining the staff of the

National Recreation Association to conduct institutes, one of which will be held here in the _____ building from _____ to _____ at _____. For further information phone _____

The word "re-creation" recreation is heard today on every hand. Yet widely different meanings are attributed to it, and it is applied to a great variety of activities.

Dr. John H Finley has pointed out "the word recreation is broad enough to include "play" in its every expression and also many activities that are usually not thought of as play - music, the drama, the crafts, every free activity and especially creative activity for the enrichment of life."

UNIVERSITY OF KANSAS
LAWRENCE

DEPARTMENT OF PHYSICAL EDUCATION

MARCH 30, 1944

Dear Recreation Leader:

The tremendous demands made by the war on recreational personnel have resulted in the entrance into the field of many young, untrained workers and many new volunteers of all ages.

To help equip these individuals for the responsibility of leadership we have secured Mrs. Anne Livingston and Pat Rooney, from the National Recreation Association of New York, to bring us inspiration, a new vision, and to stimulate us in doing a better job than we could do without their help. Their leadership is resourceful.

The National Recreation Association has a very simple but far-reaching purpose:

> **"That every child in America shall have a chance to play; that everybody in America, young or old, shall have an opportunity to find the best and most satisfying use of leisure time."**

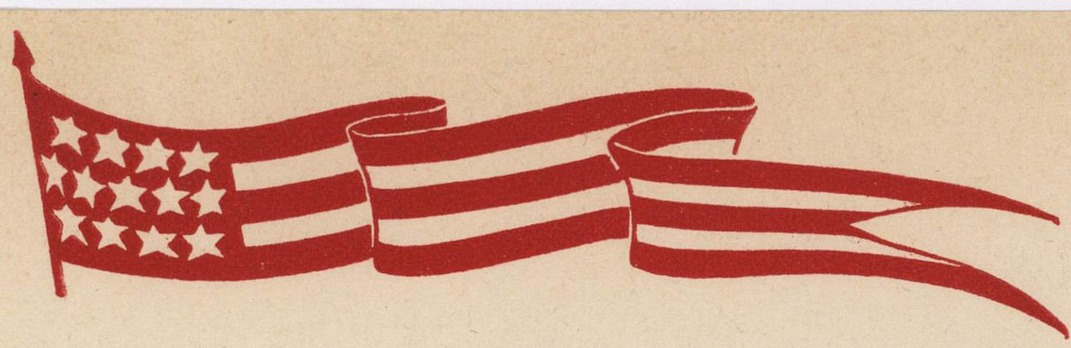
We have arranged these evening sessions to fit into the schedule of the worker and of the teacher. Our Saturday session will begin at 10 o'clock and will end at 4 o'clock in the afternoon.

Please return the enclosed enrollment card, or phone K.U. 83, the Office of the Department of Physical Education, and register with Mrs. Alberta Hulteen, secretary of the Department of Physical Education. Remember, April 10 is the deadline for the minimum registration of 75 members.

Very sincerely yours,

Forrest C. Allen

Forrest C. Allen
Director of Physical Education.



Why Not Hold a War-Time
RECREATION TRAINING INSTITUTE
On the K. U. Campus?

Conducted by a staff from the

National Recreation Association

The National Recreation Association of America, sponsored by the Department of Physical Education of the University of Kansas, will offer a one-week Recreation Training Institute, May 16-20, **IF** an advance enrollment of 75 members is secured by April 10th. We will use every available facility to bring this institute to Lawrence, but YOUR cooperation is needed.

WHY have a Recreation Training Institute?

* To train volunteers for War Time Community Recreation programs in Kansas.
* To bring new vision, inspiration, techniques and activities.
* To revitalize existing programs.
* To develop higher leadership standards.
* To help volunteers obtain better results and give better service.

FOR WHOM will the Institute be held?

* For those volunteers who are concerned with the recreational needs of the community.
* Chamber of Commerce Secretaries.
* Service Clubs: Rotary, Kiwanis, Co-Op, Lions, etc.
* Farm Bureaus.
* Business and Professional Women's Clubs.
* Fraternal Organizations: Elks, Masons, I.O.O.F., Eagles, etc.
* Y.W.C.A. - Y.M.C.A.
* Youth Clubs: Boy Scouts, Girl Scouts, 4-H Clubs.
* Churches and Leaders of Youth.
* Camp Counsellors.
* American Legion.
* Parent-Teacher Associations.
* Community Recreation Councils.
* Women's Clubs — A.A.U.W., League of Women Voters, Soroptimist, City Clubs, etc.
* Physical Education Directors.
* **Anyone** interested in this type of work.

WHAT is the content of such a course?

* Activity programs.
* Techniques.
* Organizational procedures.
* Practical suggestions.
* Music for fun.
* Mixers.
* Parties for special events.

DAILY SESSIONS — May 16-20 — 7:00 to 10:00 p.m.

7:00- 8:20	Lecture-discussion
8:20- 8:30	Intermission
8:30-10:00	Practical activities

Saturday Sessions
10:00-12:00 a.m.
2:00- 4:00 p.m.

FEES for the Institute:

General fee for entire course	$1.50
Student fee	1.00
Saturday sessions only	.50

KFKU - May 11, 1944

On the K. U. campus, the National Recreation Association of America, will offer a Wartime Recreation Training Institute, sponsored by the Department of Physical Education of the University of Kansas, the week of May 16 to 20, inclusive.

The time: The time will be every evening beginning Tuesday, May 16, from 7 until 10 p.m. during the week days, and on Saturday, the 20th, the sessions will start in the morning at 10 o'clock and run until noon; and in the afternoon the closing session will be from 2 to 4 p.m., so that the registrants will be able to get to their homes before dark. We have arranged these evening and Saturday sessions to fit into the schedule of the worker and the teacher.

On Saturday a luncheon will be served for members of the Institute at Lindley Hall. Colonel Watson McMorris, commandant of the Military Science division of the University, has generously cooperated with us, and the noon meal on Saturday will be served from 12:30 to 1:30. Arrangements have been made so that all members attending the Institute may have this exceptional G.I. meal for forty cents.

The place: ~~The~~ All sessions of the Recreation Training Institute will be held in Robinson Gymnasium, on the first floor at the east end of the building.

The fee for the Institute for the entire week is but $1.50. Students of the University and other colleges are admitted for $1.00, while any single session is fifty cents.

This question has been asked: What is the content of such a course?

These are the things that Mrs. Anne Livingston will teach you people attending the Recreation Training Institute: Activity programs -- Techniques -- Organizational procedures -- Practical suggestions -- Music for fun -- Mixers -- Parties for special events.

The word recreation, or "re-creation" is heard today on every hand. Yet widely different meanings are attributed to it, and it is applied to a great variety of activities. During war time this Recreation Training Institute is most timely. The tremendous demands made by the war on recreational personnel have resulted in the entrance into the field of many young, untrained workers and many new volunteers of all ages.

To help equip these individuals for the responsibility of leadership we have secured Mrs. Anne Livingston and Mr. Pat Rooney, from the National Recreation Association of New York, to bring us inspiration, a new vision, and to stimulate us in doing a better job than we could do without their help. Their leadership is resourceful.

The National Recreation Association has a very simple but far-reaching purpose:

"That every child in America shall have a chance to play; that everybody in America, young or old, shall have an opportunity to find the best and most satisfying use of leisure time."

Dr. John H. Finley has pointed out that the word recreation is broad enough to include "play" in its every expression and also many activities that are usually not thought of as play -- music, the drama, the crafts, every free activity and especially creative activity for the enrichment of life.

To you who are listening in tonight, should you be interested in attending this Wartime Recreation Training Institute in Robinson Gymnasium on the campus of the University of Kansas at Lawrence, I suggest that you write the office of the Department of Physical Education, or phone K.U. 83, and Mrs.

Alberta Hulteen, secretary of the Department of Physical Education, will be glad to enroll you. Remember - this institute is for those volunteers who are concerned with the recreational needs of your community. If you are handling the recreation of your club, whether it be a service club, Rotary, Kiwanis, Lions, or any of the classification clubs, this conference will serve as a real benefit to you. If you are a field recreation representative of the various community war services, or an agricultural agent of the Farm Bureau, or a home demonstration agent or state club leader, these sessions will be particularly valuable for you. The institute is planned also for business and professional women's clubs, fraternal organizations, Elks, Masons, Odd Fellows, Eagles, Y.W.C.A. and Y.M.C.A. secretaries, youth clubs, Boy Scouts, Girl Scouts, 4-H Clubs, leaders of youth in churches, camp counsellors, Parent-Teacher Associations. Someone in the American Legion could profitably enroll for the benefits of such a course. Certainly community recreation councils and their workers could find much helpful inspiration here. Women's clubs, such as the ~~American~~ Association of University Women, League of Women Voters, Soroptimist, City Clubs, - physical education directors - in fact anyone interested in this type of work cannot ordinarily enroll in such a course for less than $25.00. The Department of Physical Education at the University of Kansas obtained these recreation specialists for the obvious need of volunteer leaders.

Remember, this will not be all dry theory. Rather, it will be a well balanced program. The first part of the evening sessions will be given to lecture-discussions, then an intermission of ten minutes before the practical activities begin - including ways of starting a party, breaking the ice and introducing folks, simple musical mixers and square dances. The activities will include creative games - active, quiet and musical games and stunts for crowded places and unusual conditions; conducting activities for ~~fix~~ girls and women,

or meeting the needs of the boy crazy girl; folk dances and games for little children and growing girls; the conduct of parties and dances, Grand March, Paul Jones and Old Time Couple dances; organizing and using junior and adult councils, games and musical activities for too many women, not enough men or visa versa; recreation for industrial girls and women; recreation for families of defense workers; day or evening recreation for overworked home-makers; community recreation for service men, day or evening.

In securing Mrs. Anne Livingston to conduct the Institute, the Department of Physical Education brings you one of the outstanding leaders of the country in conducting leadership training courses for professional and volunteer leaders. For the past seven years she has trained hundreds of leaders in institute courses.

Among those groups who have already declared their intention of enrolling in the Recreation Training Institute are members of the Lawrence Recreation Council, Girl Scout representatives, Sunflower Ordnance recreation leaders, Recreational Therapists from the Menninger Sanitarium of Topeka, under the direction of Mr. K. Woolworth who says he has a staff of seven Recreational Therapists, each of whom specializes in some phase of the work. It is his intention to send two or three of them at a time to the meetings that will be most valuable to them. Mrs. Lillian Webster, the principal of Woodlawn School, and Mrs. Thelma Hayter, representing the recreational interests of the colored people of Lawrence, have evinced a desire to attend. Letters have been received from State Club Leaders at Manhattan, Salina, Leavenworth, ~~xxxx~~Oskaloosa and Topeka, seeking information as to the nature of the Institute.

Advance enrollment is advisable because on Monday evening a planning committee will meet to go over the list of registrants with the idea of working out programs to give these people who have enrolled the most beneficial course according to their needs.

Miss Ruth Hoover, head of the women's Physical Education Department, Miss Joie Stapleton, assistant professor in Physical Education, and Mrs. Dorothie C. Hunt, dance instructor in the department, will be the hostesses, while the men of the department - Henry Shenk, Reginald Strait, Ray Kanehl, Dean Nesmith, Elmer Schaake, Vernon Hayes and Jack Austin - will assist in making the Institute a most enjoyable affair for everyone.

Why do we have play, or recreation, leadership? Parents, sisters, brothers, and companions are still teaching children to play either by offering an example for them to imitate or by actually instructing them. But valuable as it is, this natural, informal, and often unconscious teaching is not sufficient. In supplementing the teaching of parents and companions, the play leader gives a deeper significance to the child's play life by bringing it to a wider experience and trained understanding. This would have been true even in a more leisurely age, as modern education with its great emphasis on the importance of child life has revealed. Today it is especially true, for the conditions which made playgrounds and recreation centers a necessity have also made the play leader indispensable.

Adults are taking a more active part in municipal recreation programs than ever before, and many of the new facilities are primarily for adult use. Large numbers of school buildings have been opened for community recreation use for the first time. The value of recreation in sustaining morale and in affording joyous, constructive, healthful use of leisure time has been more widely demonstrated and is more generally appreciated than ever before. Universities and colleges have become deeply interested in recreation and have considered the desirability of establishing courses to prepare individuals for recreation leadership. War has emphasized the need for carrying out recreation programs. Experience over nearly forty years has shown clearly that recreation is a fundamental human need equally in peacetime as in wartime.

War has emphasized the need for carrying out this purpose. Experience over nearly forty years has shown clearly that recreation is a fundamental human need equally in peacetime as in wartime. The national recreation movement from a very small beginning has come to have a central part in American life. The recreation movement strives to offer opportunities for wholesome leisure-time activities to every age group in every community. Yet all over the world are groups who don't know how -- groups that are groping for the right answers to their recreation problems.

May 2, 1944.

Mr. Harry Lewis,
Perry Packing Company,
Manhattan, Kansas.

Dear Harry:

As I promised you yesterday at Rotary, I am sending you printed material regarding our Recreation Training Institute. Miss Mary Elsie Border, of Manhattan, wrote me for some information, which we sent to her. I trust that some of your people interested in recreation can attend some of these sessions.

It was a delight to get better acquainted with you.

Rotarily yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH
Enc.

People to be contacted: - K.U.

Physical Education Major students 15
Students interested in recreational summer positions
Students of Esther Twente - Community organization 10
Students of Mabel Elliott - Sociology 10
Occupational therapy students - Miss Jewett 10
Public School of music students -Miessner, Mr. 10
Home Economics students - Edna Hill 10
Navy Welfare Officer
Y.W.C.A. (5) - Y.M.C.A. - Harry O'Kane 5
Men's Deptt. P.E. Women's Dept. P.E. * K.U.

City

Chamber of Commerce - George Hedricks
Rotarians - Dr. Allen
Kiwanis - Fred Montgomery Pres.
Coop- Mr. A.E. Woestemeyer
P.T.A. President - Mrs Guy Keeler, 1706 3rd, Mrs Justin Hill
Branch Presidents of PT.A.
Board of Education
Recreational Council - Mr. Clifford Dean
Ministerial Alliance - Rev. Hughes 925 ut
Educational Council - Miss Marian Lane, Cordley School
A.A.U.W. - Mrs. O'Brien F.P. 612 La.
League of Women Voters - Mrs. Allen Crafton 2202 N.H.
Business and Professional Women's Club - Miss Meyers, Miss Andrews call Miss Leigh 880
Beta Sigma Phi - Frances Andrews - Shaw Lumber Co. Ruth K.G. Power Co.
P.E. Teachers of Lawrence
LR. Perry, Hi. Sch.
Donis Mc Dermond - Junior High School
Mrs. Cornwell - High School
Mrs. Maurice Cannady - Junior High School
(Men' Coachs Lawrence High School)
Community Service League - Mrs. Frank Stockton
Senior High School students interested in recreation
Mr. A. B. Hamilton, Housing Supt., Hercules Powder Co., Lawrence

Publicity:

Letter to these people with enclosure
enrollment to be sent or called to Dr. Allen's Office by April 1.
Story in Kansas and Journal World

Out of City Contacts:

Baker University - Charlotte Curran - Mr. Emil Liston
Emporia S.T.C. Edna Mc Cullough - College of Emporia
Washburn University -
Ottawa University -
Haskell Institute -

Superintendents of Schools:
Ottawa
Baldwin
Emporia
Tonganoxie
Eudora
DeSoto
Leavenworth
Lecompton
Perry
Oskaloosa
Topeka
Sec'y Y.W.C.A * Sec'y Y.M.C.A. Topeka

x = pictures

250

WHY NOT HOLD A

X

X

X

WAR TIME RECREATION
TRAINING
INSTITUTE
ON THE K.U. CAMPUS.
CONDUCTED BY
A STAFF FROM THE
NATIONAL RECREATION ASSOCIATION?

The National Recreation Association of America, sponsored by the Department of Physical Education of The University of Kansas, will offer a one week Recreation Training Institute, May 16-20, IF an advanced enrollment of 75 members is secured by April 10th. We WILL use every available facility to bring this Institute to Lawrence, but YOUR cooperation is needed -

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- To revitalize existing programs -
- To develop higher leadership standards
- To help volunteers obtain better results + give better service

For whom will the institute be held - For those volunteers who are concerned with the recreational needs of the community

- Chamber of Commerce Secretaries.
- Service Clubs; Rotarians, Kiwanis, Soroptomist, Coop, Lions etc.
- Farm Bureau
- Fraternal Organizations: Business + Professional Women's Clubs, Elks, Masons, I.O.O.F., Eagles etc.
- Y.W.C.A - YWCA.
- Youth clubs - Boys Scouts, Girl Scouts, 4H Clubs.
- Churches - Leaders of Youth.
- Service men's Centers.
- Camp counsellors
- American Legion
- Parent Teachers Associations.
- Community Recreation Councils
- Women's Clubs - A.A.U.W, League of Women Voters, City Clubs.

? Physical Education Directors?

What is the content of such a course.

- Activity programs
- Techniques
- Organizational Procedures
- Practical suggestions
- Music for fun.
- Mixers
- Parties for special events.

Daily Sessions - May 16 - 20 - 7:00 - 10:00 P.M.

Tues ~~7:0 [illegible] P.M.~~
Wed
Thur
Fri

7:00 - 8:20 Lecture - Discussion
8:20 - 8:30 Intermission
8:30 - 10:00. Practical Activities

- Saturday sessions
  10:00 - 12:00 - AM
  2:00 - 4:00 - PM

Fees for the Institute

general fee for entire course —	$1.50
Student fee	1.00
Saturday sessions only	.50

UNIVERSITY OF KANSAS
LAWRENCE

DEPARTMENT OF PHYSICAL EDUCATION

MARCH 30, 1944

Dear Recreation Leader:

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Very sincerely yours,

Forrest C. Allen

Forrest C. Allen
Director of Physical Education.

NATIONAL RECREATION ASSOCIATION

Founded 1906 AS THE PLAYGROUND ASSOCIATION OF AMERICA

315 FOURTH AVENUE NEW YORK 10, N. Y.

March 22, 1944

Dr. Forrest C. Allen, Director
Physical Education
Kansas University
Lawrence, Kansas

Dear Mr. Allen

*Enclosed you will find publicity material for Mrs. Anne Livingston of our staff which may be used in connection with your forthcoming institute in Lawrence. We are also enclosing a sample registration card which may be used as a guide in printing your own.

Sincerely yours

Chas. E. Reed

Charles E. Reed
Manager, Field Department

CER/pm

* sent under another cover

OFFICERS

HOWARD BRAUCHER, PRESIDENT
JOHN G. WINANT, FIRST VICE-PRESIDENT
MRS. OGDEN L. MILLS, SECOND VICE-PRESIDENT
SUSAN M. LEE, THIRD VICE-PRESIDENT
ROBERT GARRETT, CHAIRMAN OF THE BOARD
SUSAN M. LEE, SECRETARY OF THE BOARD
GUSTAVUS T. KIRBY, TREASURER

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WASHINGTON, D. C.

Form

SUGGESTED REGISTRATION CARD

RECREATION TRAINING INSTITUTE

NATIONAL RECREATION ASSOCIATION

315 Fourth Avenue New York 10, N. Y.

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CITY STATE

Name---------- *Tel.*----------

Address----------

Agency Represented----------

Position----------

March 28, 1944.

Dean J. W. Twente,
School of Education,
Fraser Hall.

Dear Dean Twente:

We are sending you information on our Recreation Training Institute. We are highly enthusiastic regarding the responses we have had. We think we will have a bumper attendance.

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

Dear Recreation Leader:

The tremendous demands made by the war on recreational personnel have resulted in the entrance into the field of many young, untrained workers and many new volunteers of all ages. To help equip these individuals for the responsibility of leadership we have secured Mrs. Anne Livingston and Pat Rooney, from the National Recreation Association of New York, to bring us inspiration, a new vision, and to stimulate us in doing a better job than we could do without their help. Their leadership is resourceful.

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Director of Physical Education.