

A network diagram with several nodes (small circles) connected by thin lines, set against a teal background. The nodes are distributed across the page, with a higher concentration in the upper left and lower right areas.

RELATIONSHIPS &
AFFILIATIONS

FIELD GUIDE



Right now, you have contacts in YL Connect – and the ability to add more. Yet, the ability to see a contact, a donor, or a parent only leaves you with half the picture. One contact record. It's like one push pin on a bulletin board.

When you create *relationships* and *affiliations* something magical happens. Your push pins land on a map, so you can see **connections** between people, ministries and locations. This allows you to view data in new ways. You may just need to pull a list of volunteer leaders for your committee chair to give some thank you gifts. Or, you might realize three parents work at the same company, which could come in handy next time you're looking for sponsorships for your golf event.

The map of *relationships* and *affiliations* is essential as you use YL Connect and integrate it into almost every ministry process.

RELATIONSHIPS

You'll find this under the **Related** tab of all Contacts. Use **Relationships** to relate one Contact to another Contact.

USE IT NOW TO:

- Find parent contact information.
- View the relationships between members of a household.



RELATIONSHIPS:



LEADER TO A KID



HUSBAND & WIFE



KIDS & PARENTS






CO-WORKERS






FRIENDS

New Relationship

Relationship Information

*Contact   *Related Contact 

*Type  *Status 

Description 

System Information

Relationship Number

ACCESS RELATIONSHIPS:

- Go to a Contact.
- Click on **Related** tab.

YL CONNECT DEFINES RELATIONSHIPS BY THE FOLLOWING:

Field Name	Required	Choices
<i>Contact</i>	Yes	Pre-filled with current Contact or search for Contact
<i>Related Contact</i>	Yes	Search for Contact
<i>Type</i>	Yes	Picklist of options
<i>Status</i>	Yes	Current or Former
<i>Description</i>	No	Open text entry



YOU'LL BE ABLE TO SEE RELATIONSHIPS LIKE:

- Johnny is the leader of Billy.
- Sally's parents are David and Sue.
- Sarah is Jeff's employer.



YOU'LL FIND THIS IN THE RELATED TAB ON CONTACTS, HOUSEHOLDS & ACCOUNTS. USE IT NOW TO:

- Pull a list of leaders by ministry so committee can help with thank you gifts.
- Pull a list of kids by ministry so leaders can be praying.
- Pull a list of kids by grad year as you prepare for senior club.
- Pull a list school locations where your kids are involved.

ACCESS ALL TYPES OF AFFILIATIONS:

- Go to a Contact.
- Click on **Related** tab.
- Scroll down through various types of affiliations.
 - Ministry Affiliations
 - Contact Mission Unit Affiliations
 - Organization Affiliations
 - Contact Location Affiliations

USE AFFILIATIONS* TO RELATE A CONTACT, HOUSEHOLD, OR ACCOUNT TO A:



**Affiliations connect a Contact or Household to various/different entities and maps their involvement within Young Life and externally in the community.*

MINISTRY AFFILIATION:

Use it now to see how both kids and adults are engaged with your local ministry. This is the place to build a list of leaders and adult helpers connected to a specific ministry. It's also where you see that a high school kid is participating in their local Young Life club but also helping to lead with the all-city WyldLife ministry.

YL CONNECT DEFINES MINISTRY AFFILIATIONS BY THE FOLLOWING:

Field Name	Required	Choices
Contact	Yes	Pre-filled with current Contact or Search Contact
Ministry	Yes	System search of existing Ministries
Ministry Affiliation Type	Yes	Volunteer, Participant, Staff
Ministry Affiliation Role	Yes	Various picklists based on Ministry Affiliation Type
Start Date	Yes	Date Picker
End Date	No	Date Picker

YOU WILL BE ABLE TO SEE AFFILIATIONS LIKE:

Romy was a former volunteer college leader at Lincoln Middle School.



Gemma is currently in the Madison High School ministry as a YoungLives participant.



Rylie is currently the volunteer team leader at WyldLife of Grant County.



Lara is currently a volunteer adult leader at Washington High School.



CONTACT MISSION UNIT AFFILIATION:

Use it now to see how adults in the community are affiliated with the entire mission unit. This is the primary way to build and view how adult volunteers are engaging and serving. See a variety of lists that show members and chairs of different groups like committees, events, banquets, and prayer.

YL CONNECT DEFINES MISSION UNIT AFFILIATIONS BY THE FOLLOWING:

Field Name	Required	Choices
Contact	Yes	Pre-filled with current Contact or Search Contact
Mission Unit	Yes	System search of existing MU's
MU Role	Yes	Picklist of options (Committee Chair, Banquet Chair, etc.)
Description	No	Open text field
Start Date	Yes	Date Picker
End Date	No	Date Picker

YOU WILL BE ABLE TO SEE AFFILIATIONS LIKE:

Irvin is currently the committee chair for YL of Jackson City.



Murphy is the current treasurer for YL of Capital City.



Breann was the golf event chair for Baker YL from 2012-2016.



Rylie is a former banquet team member for YL of Davis County.

New Contact Location Affiliation

Information

Contact Location Association Name Owner Wendy MacColl

*Contact

*Location

Start Date

End Date

Graduated

*Status

*Involvement Role

CONTACT LOCATION AFFILIATION:

Use it now to see where your kids are from, who are involved at a School or Community location, or any combination of those. A Location is where a group of kids are from and found. It's where leaders focus their prayer, contact work and relationship building.

YL CONNECT DEFINES CONTACT LOCATION AFFILIATIONS BY THE FOLLOWING:

Field Name	Required	Choices
Contact	Yes	Pre-filled with current Contact or Search Contact
Location	Yes	System search of existing Locations (Schools or Communities)
Status	Yes	Current, Former
Involvement Role	Yes	Student, Incoming Student
Start Date	No	Date Picker
End Date	No	Date Picker
Graduated	No	Check box

YOU WILL BE ABLE TO SEE AFFILIATIONS LIKE:

Romy is a Former Student at Lincoln Middle School.



Gemma is an Incoming Student at Madison University.



Billy is currently involved at the YMCA of Brighton (community location).



Jeff is a Former Student at Washington High School.



ORGANIZATION AFFILIATION:

Use this to see how adults are connected in your community. You can engage a contact to encourage them to invite their business or school connections to the next Young Life event.

YL CONNECT DEFINES ORGANIZATION AFFILIATIONS BY THE FOLLOWING:

Field Name	Required	Choices
Organization	Yes	Search of Accounts in YL Connect
Contact	Yes	Pre-filled with current Contact or Search Contact
Status	No	None, Current, Former
Start Date	No	Date Picker
End Date	No	Date Picker
Type	No	Picklists related to Role dependencies
Role	No	Picklists related to Type dependencies
Role Description	No	Open text field
Description	No	Open text field

YOU WILL BE ABLE TO SEE AFFILIATIONS LIKE:



Tori is currently the chief financial officer at the Waldo Corporation.

Lamont is currently the principal at McKinley High School.



Cindy is the former mayor of Judson City.



Gavin is the current pastor of Second Baptist Church.



ACCOUNT MISSION UNIT AFFILIATION:

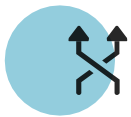
These are automatically created as read-only; they offer a broad overview of how active a contact is within a mission unit.

These *Affiliations* are created when:

- An organization is created, and a primary *Mission Unit Affiliation* is required.
- Any of the *Contacts* within a *Household* create an *Affiliation*.
- When a payment is made from an *Account* to a *Mission Unit*.



KEY CONCEPTS



- *Relationships & Affiliations* can be created “both ways.” You can create the *Affiliation* from a *Contact* to a *Ministry* or from a *Ministry* to a *Contact*. Please **only do one** as they will be reflected on both records.



- *Relationships & Affiliations* change over time, so the primary way to manage them is by using the *Start Date & End Date* fields, which determine the *Current* or *Former* status. If you leave the date blank, the system will default to *Current* status.



- *Relationships* and *Affiliations* can be edited by a user, if you need to delete please contact the [Help Desk](#).

A network diagram with several nodes (small circles) connected by thin lines, set against a teal background. The nodes are distributed across the page, with a higher concentration in the top-left and bottom-right corners. The lines form a complex web of connections.

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