



# The Youth Connection

A Program of the Volunteer Center of Lubbock

## **Teen Pacesetters Camp**

A leadership camp for students that builds teamwork and promotes community service. Students entering 7<sup>th</sup> or 8<sup>th</sup> grade may attend this 5-day summer camp. Campers participate in leadership activities and community service projects.

## **United Way Youth Division**

The purpose of United Way Youth Division is to give high school students the opportunity to learn about community services provided by Lubbock Area United Way. Through agency presentations and "hands on" service projects, teens receive an in-depth view of United Way agencies. The United Way Youth Division is a program open to all area high school students. This is a year-round program.

## **Youth Advisory Board**

The Volunteer Center Youth Advisory Board is designed to provide opportunities for high school students to become proficient in the ethics and mechanics of board service. Members serve as an Advisory Board for the Center's youth programming. All area high school students are eligible to participate. This is a year-round program.

## **Youth In Philanthropy**

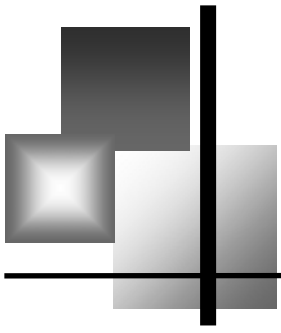
Youth in Philanthropy is an opportunity for high school students to learn about philanthropy, charitable foundations, and community agencies. Students learn the processes involved in developing criteria for award proposals and applications, evaluating award proposals, and allocating awards. All area high school students are eligible to participate.

## **Youth In Service**

The goal of the Youth In Service program is to recognize young people for the service they provide and give them support to connect to the community. School campuses enroll in the program at the beginning of each school year, submit a notebook documenting school wide volunteer efforts, are recognized at the Celebration of Service Luncheon and receive an award check to use for volunteer projects the next year.

## **Youth Volunteer Corps**

Youth Volunteer Corps aims to create and increase volunteer opportunities to enrich America's youth, address community needs, and develop a lifetime commitment to service. Students engage in service projects through the year that are challenging, rewarding, educational, and serve unmet needs in the community. Students must be eleven years of age to participate.



# Getting Started

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## •What are the needs in your community?

You can't offer to help unless you know what people need. It would be like offering to rake leaves for someone who has no trees! Discovering the needs in your community isn't difficult. Pick up a newspaper and read the headlines - violence, illiteracy, pollution, poverty, AIDS, child abuse.

## •Who or what do you want to help?

Maybe you already have a specific area of interest. Maybe you love talking to your grandmother but can't stand dogs. If so, you might enjoy a nursing home, but should avoid the animal shelter. Think about who or what is important to you....preschool children, people with disabilities, homeless families, the environment, etc. Then make a note of it.

## •What can you do?

No matter what your age is, you have skills and talents that you can share with others. Make a list of your skills and talents-even if you're convinced they wouldn't be helpful in a volunteer setting.

## •Where do you want to volunteer?

If you have a car or access to transportation (bus, parents, drivers) you may be able to volunteer somewhere far from where you live or attend school. If not, look for something closer to home so that you can walk, such as a neighborhood library or recreation center.

## •When do you want to volunteer?

As a volunteer you can give as much or as little time as you have available. Serious commitment- consider spending once a week tutoring, serving food, or entering computer data. This allows for relationships to develop with the people you are helping. Short on time/Not sure -consider working special events for an agency. This is a great to "try out" volunteering.



# Asset Mapping

This is an exercise to help you brainstorm service ideas for this year.

1. Divide into 3 or 4 groups.
2. Have post its available in the center of the table
3. The sponsor will provide prompt questions to which each student will write the first thing that comes to mind on a post-it. These post-its are placed in the middle of the table.
4. After all the prompt questions are given, students will take their group of post-its and stick them to the wall.
5. Students are then encouraged to use all the post-its from their table to brainstorm service opportunities.
6. After each group has completed developing service opportunities, they will share their ideas with the entire group.

## **Prompt Questions:**

These are merely starting points. Feel free to make up questions as you see fit.

1. *Identify a need in your community.*
2. *Name a non-profit organization you would like to help.*
3. *Name one of your interests.*
4. *Identify a location where you could hold an event.*
5. *Where do you receive news from?*
6. *Who do you think would be beneficial to a service project?*
7. *What is unique to your school that other schools may not have?*
8. *What do you like best about Lubbock?*
9. *If you could change one thing about the community, what would it be?*

# Planning & Implementing Projects

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## Title

Think of a catchy title that hints at what the project is about!  
(Ex: Ronald McDonald House - “Common Cents”)

## Goal

Think of what you want to do with this project. What needs does the project address? Who are you helping with this project? What can you gain from doing this project? How might it connect to students and the community?

## Time Frame

When do you want to start this project? When does it need to be completed? Is it going to be an ongoing project?

## Who Does What

What is each student’s role in this project? Come up with a strategy plan. Figure out who is in charge of what. Try to find a role for everyone who wants to help.

## Resources

Every project requires some research. Record the resources you use on a list. List all your sources so that you can find them again if you need them. List any *place, person, web site*, etc. that helped you with the project.

## Implementation

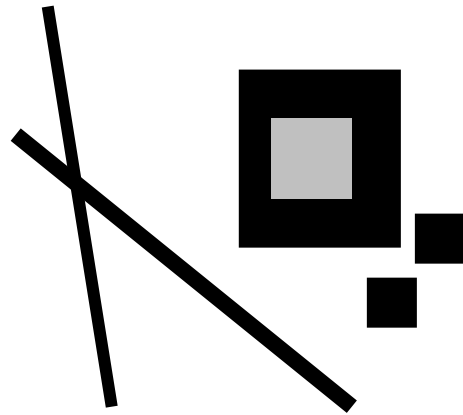
Now start working on completing the project. Work steady to complete the project! Keep track of the time you spend on tasks and how many people are helping with the project. Take pictures as your project progresses.

# youth in service

## 2008-2009 Funding

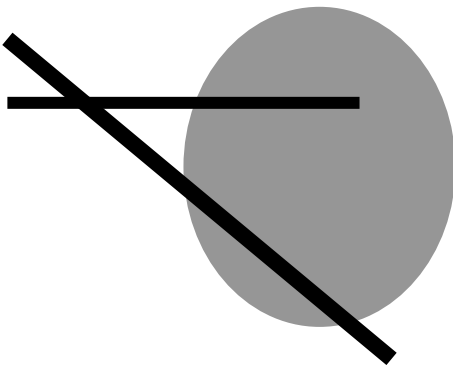
### **proper use of funding:**

- Service Projects in the Community
- Supplies for projects
- Purchase Goods (Food, teddy bears, toys, etc. for organizations)



### **improper use of funding:**

- Purchasing items for your school
- Directly donating funds to an agency
- Capital for fundraisers; anything to purchase to sell or make a profit on





# Getting Everyone Involved

For Youth in Service to be most successful, you need to make a serious effort to involve everyone at your school in community service. So what can you do to get everyone involved?

- Stop competing and start ***including***. Don't think about being the best organization or individual, but rather the ***best community*** we can be.
  
- ***ASK THEM!!!!*** Ask people to be involved in what you are doing.
  
- Make copies of the volunteer time journal for ***every student*** at your school and ask that they keep track of their activities and turn it in to the school sponsor.
  
- Plan ***school wide*** community service days.
  
- ***Utilize*** your teachers and other staff. Ask that they make announcements to ***all*** their classes about opportunities.
  
- Use your schools ***newsletter*** or ***newspaper*** to announce upcoming events.
  
- ***Announce*** your event over the P.A. system during school announcements.
  
- If your school has a marquee, ask for permission to ***post projects*** on it.
  
- ***Distribute*** and post ***flyers*** at your school to raise awareness about your project.
  
- Use your best resource...***you!*** Get your friends involved; ask them to tell their friends, and their friends...

# Getting the Word Out

## *Some tips for publicizing your service project:*

- Develop a media contact list of local television stations, radio stations, and daily or weekly newspapers.
- The Points of Light Foundation has many resources on their web site about how to spread the word. Go to their Promotional Toolkit at <http://www.pointsoflight.org/programs/seasons/nvw/tools.cfm>.
- Write and distribute a press release at least two weeks before your service project begins. Be sure to include the *who, what, when, where* and *why* of your service project.
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- Start talking! Tell your friends and family and involve people you know.
- Find a local celebrity to help advertise your service project. If the celebrity is not a part of the media, inform the media of specific times the local celebrity will be involved in your event or project.
- Get local officials involved. Ask the mayor or city council members to attend your event.
- Inform the media when and where these local officials can be seen supporting your project.
- Use a catchy phrase to define and advertise your project. Name the day on which your event will take place or come up with an attention-grabbing phrase that applies to your project. Be sure to use this phrase on the flyer you create.
- Involve local businesses. Most companies in the Lubbock area are eager to help with youth service projects and events. Contact local supermarkets, retail stores, business offices, and law firms to help publicize your event.
- Involve your classmates by announcing your event over the P.A. during school announcements. Distribute and post flyers at your school to raise awareness about your project.



# Great Web Sites

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Places to learn more, get inspired, get connected  
& change your world!

<a href="http://www.volunteerlubbock.org/youth">www.volunteerlubbock.org/youth</a>	Volunteer Center of Lubbock
<a href="http://www.youthnoise.com">www.youthnoise.com</a>	Youth Noise
<a href="http://www.genv.net">www.genv.net</a>	Youth Venture
<a href="http://www.idealists.org">www.idealists.org</a>	Action without Borders
<a href="http://www.networkforgood.org">www.networkforgood.org</a>	Network for Good
<a href="http://www.pointsoflight.org/centers">www.pointsoflight.org/centers</a>	Points of Light Foundation
<a href="http://www.servenet.org">www.servenet.org</a>	SERVENet
<a href="http://www.ysa.org">www.ysa.org</a>	Youth Service America
<a href="http://www.dosomething.org">www.dosomething.org</a>	Do Something
<a href="http://www.americaspromise.org">www.americaspromise.org</a>	America's Promise
<a href="http://www.grassroots.org">www.grassroots.org</a>	Grassroots
<a href="http://www.mygooddeed.org">www.mygooddeed.org</a>	myGoodDeed
<a href="http://www.livingdemocracy.org">www.livingdemocracy.org</a>	Center for Living Democracy
<a href="http://www.giraffe.org">www.giraffe.org</a>	The Giraffe Project
<a href="http://www.peacecorps.gov">www.peacecorps.gov</a>	Peace Corps
<a href="http://www.cityyear.org">www.cityyear.org</a>	City Year
<a href="http://www.makeadifferenceday.com">www.makeadifferenceday.com</a>	Make a Difference Day
<a href="http://www.joinhandsday.org">www.joinhandsday.org</a>	Join Hands Day
<a href="http://www.usafreedomcorps.gov">www.usafreedomcorps.gov</a>	USA Freedom Corps



## Guidelines for Press Releases

- Send your press release to news editors **two weeks** in advance. Resend the release one week in advance.
- Include your name, address, phone number and email address in the contact information.
- Indicate your preferred release date. ("For Immediate Release", "For Release Before [date]", "For Release After [date]"). Also, include the current date of the release.
- Include a headline in all capital letters, presenting a summary of the story.
- The text should be double spaced. Paragraphs should begin with a five space indentation.
- The first sentence should contain an interesting fact or eye-catching statement.
- Provide the *who*, *what*, *when*, and *where* in the first paragraph.
- The body of the press release should include the *why*.
- All copy should be brief and concise. There should be no spelling errors or grammatical errors.
- If more than one page is submitted, put "-more-" at the bottom of each page except the last. Number your pages "1 of 1", "1 of 2", etc.
- Keep the press release to one page if at all possible. Two pages maximum.
- The end of your press releases should include the *how*, a call to action.
- At the end of the press release, three lines below the end of the copy, type "###".



**VOLUNTEER  
CENTER  
OF LUBBOCK**

## The Importance of Documenting Service Hours

- Allows you to track the hours you are spending on different projects
- Your school can showcase what their students have been doing
- Looks really good on college applications
- Gives you a competitive edge when applying for scholarships
- You can put it on your resume
- Helps the Volunteer Center receive funding for the Youth In Service program

# Money for Service: Grants & More!

There is money out there for service projects, you just have to begin looking and applying for it.

*Here are some places to start.*

Center for Youth Services	<a href="http://www.nrcys.ou.edu/">http://www.nrcys.ou.edu/</a>
Do Something	<a href="http://www.dosomething.org/">http://www.dosomething.org/</a>
The Foundation Center	<a href="http://www.foundationcenter.org">www.foundationcenter.org</a>
Grants.Gov	<a href="http://www.grants.gov">www.grants.gov</a>
Kohl's Kids Who Care	<a href="http://www.kohlscorporation.com/CommunityRelations/Community05.htm">http://www.kohlscorporation.com/CommunityRelations/Community05.htm</a>
<i>Lubbock Avalanche-Journal</i>	<a href="http://www.lubbockonline.com">www.lubbockonline.com</a>
MTV and Youth Venture	<a href="http://www.mtv.com/thinkmtv/features/ventures/">http://www.mtv.com/thinkmtv/features/ventures/</a>
Starbucks	<a href="http://www.starbucks.com/aboutus/csr.asp">http://www.starbucks.com/aboutus/csr.asp</a>
<i>USA Weekend</i>	<a href="http://usaweekend.com/diffday/index.html">http://usaweekend.com/diffday/index.html</a>
Youth Service America	<a href="http://ysa.org/NatlGYSD/tabid/59/Default.aspx">http://ysa.org/NatlGYSD/tabid/59/Default.aspx</a>
Youth Grant Makers	<a href="http://www.youthgrantmakers.org/default.htm">http://www.youthgrantmakers.org/default.htm</a>



# How to Use YVC

## **Speak in schools**

YVC staff is available to come to participating schools and give presentations to students. They will speak about how to increase awareness of community resources, how to develop strategies for service project implementation, and where to find support in connecting to the community.

## **Plan projects**

YVC participants engage in service projects throughout the year that are challenging, rewarding, educational, and serve unmet needs of the community. During the school year, YVC and staff works closely with you to design and implement age-appropriate service projects that tie school curriculum to community service. Some examples of projects that have been planned in the past are the following: tutoring elementary students, serving meals to homeless, leading activities with seniors, removing graffiti and painting murals, assisting at childcare programs, creating web pages on the internet for non-profit agencies, cleaning up parks and neighborhoods.

## **Supervise volunteers during projects**

At each service project, an AmeriCorps member or Volunteer Center staff will be present to help supervise the group of volunteers. They will be there to assist in any way to further the success of the project.

***Volunteering, whether by one or many, changes the lives of those who give and those who receive.***