BAYAC-Service Learning Project, (SLP) Year V

Bay Area Youth Agency Consortium
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Principles

Every year, BAYAC asks each regional team to work together to design and implement a community service project that exemplifies the BAYAC Mission and program objectives. While Corps Members and participants work towards achieving program objectives by providing tutoring, mentoring and health education services at their specific agency placements, these team projects give them the opportunity to collaborate as an entire group and truly experience teamwork. As we begin our fifth year of operation with a larger, integrated structure, we encourage collaborated work on these projects across programs. When possible, mentors and tutors are asked to participate in service projects with mentees and tutees. The guiding principle of the Service-Learning project is for BAYAC participants to empower youth to serve their communities.

Teams will work on these projects during designated team time (Fridays) focusing on four stages of project development: pre-planning, planning, implementation and reporting-out. The goal is for each team to identify and collaborate with a group of youth from the region for the entire year to do service in the community.

Objectives

Empower Youth:
Corresponding to BAYAC's objective to increase school success, one of the project's goals is to get young people involved in service and volunteering. The idea is that if you empower youth to change their own communities, they will feel good about themselves and find new opportunities. It is our job to show kids that it's fun and cool to help out.

Member Development:
As a result of the planning and implementing the team service projects, participants improve their BAYAC competencies. They acquire better organizational skills and learn how to go through the four stages of project development together. Each team member takes on a significant role in the process drawing on the different strengths of each member of the team. Participants will learn relevant skills such as soliciting donations, community mapping and outreach as a team.

Community Strengthening:
The entire project is performed in each team's region by utilizing member agencies, schools and community based organizations. Participants will recruit volunteers from these agencies to help with service projects, including help with identifying and training the youth group. Teams will make the community aware of their work throughout the year and at the reporting-out event at the close of the project.

Note: These projects are structured to enable and encourage teamwork, however it is important to recognize that Regional Supervisors are ultimately responsible for supervising and organizing the details. In reality, the new 40-hour work week law has limited some of the flexibility with which ACM's can work on these projects. The work plan is set within a controlled framework so that teams can work together effectively without taking on too much and with out creating a huge amount of additional work for the Regional Supervisor.
Project Development Timeline

Each team will follow the project development process of pre-planning, planning, implementation and reporting out. Teams are responsible for completing worksheets and progress reports for each stage of the process. Details and specifics will be included in planning worksheets and may vary, but the main tasks of each phase should be completed according to the following plan:

Pre-planning (October to December)

Teams will actually plan and establish projects with the youth group but it is important for the team to do prep work and investigate options prior to meeting youth. This is the most important phase when the team will do most of the leg-work and preparation so that you can easily complete projects in the spring.

- Create working committees
- Determine within which geographic community your team will work
- Select a youth group based on criteria
  - Complete any necessary paperwork/documentation to work with those youth
- Investigate key issues facing youth in your community
- Survey what agencies are meeting what needs in the community
  - Investigate volunteer opportunities
- Determine several possible project/volunteer options
- Set calendar for the year--when you want to meet with youth and do projects
- Exchange ideas with mentor/tutor coordinators and volunteers--determine when you can work together
- Present project proposal to site supervisors
- Plan team-building/planning day with youth

Planning (January to February)

This phase will help empower the youth to recognize the strengths and needs of their community and determine their own ability to be service providers and activists. It is important for them to make decisions and be involved with planning.

- Team-building and ice-breaker activities with youth
- Introduction to Service-Learning by ACM’s to youth
- Needs assessment and strengths perspective of community
- Brainstorm:
  - What are issues facing citizens (especially youth) in your community?
  - What agencies are addressing these issues?
  - How can your group enhance the services being provided by these agencies?
- Determine what type of project(s) will be done
  - One long-term project or several one-shot projects?
  - What kind of service does group want to do?
  - What needs will be addressed?
  - What are they capable of doing?
  - Do you have time to complete the project?
- Determine how much $ and what materials are needed (each team has $250)
- Permission slips/ letter to parents/ support letter from adult contact/ photo release forms
- Set calendar—dates you will meet with youth
- Contact any agencies you will work with, confirm dates and work that will be done.
- January 18: MLK Day of Service—involve youth group if possible
  - Mentors/mentees and tutors/tutees participate together
Project Development Timeline (Cont.)

Implementation (March to May)
This is the fun phase when all your hard work and planning pays off as you complete fun projects, make new community contacts and work with the youth group to strengthen their community.

• Work on projects
  - Include time and resources for any necessary training or orientation to project(s)
  - Include reflection activity for each time service is completed
  - Keep track of $ spent, community volunteers, and agencies you work with
  - Document projects with photos and reports
• April 23: National Youth Service Day--involve youth group if possible
  - Mentors/mentees and tutors/tutees participate together

Reporting-Out, Reflection and Closure (June to July)
Finally, you get to reflect on your hard work and celebrate all your accomplishments on many different levels. Your team can reflect on all you have taught and learned from the youth and the bonds you have made. You will reflect with the youth group and have closure and you share and present all your accomplishments to the entire BAYAC community.

• Send thank you cards to all that have been involved with your projects
• Team and youth create display board reflecting work completed
• Closure ceremony/activity with team and youth
• Plan reporting-out presentation, either with youth or with youth input
• Present reporting-out project to community at graduation

Budget

Each team has a Service Learning Project budget of $250.00 for the year.