

City of Revelstoke – Youth Liaison 2016 Work Plan

Columbia Basin Trust (Basin Youth Network)

The Youth Liaison Work Plan reflects the following community goals, objectives, priorities and mandates:

City of Revelstoke - Goal #1: The City of Revelstoke will emphasize quality of life issues including social, active living, cultural experiences and recreation opportunities.

Integrated Community Sustainability Plan (ICSP) Update (2016) 2.6 Youth - Integrating Goal: To provide opportunities for meaningful connection through inclusive and accessible youth engagement, foster positive relationships with mentors, peers and caring adults, and to support the successful transition into adulthood.

Youth Initiative Committee (YIC) Mandate: To work collaboratively and actively to build community capacity to:

- Value youth as citizens and masters of their own experience;
- Strengthen the resilience of youth in the face of societal risk factors, and;
- Enable all young people to meet the basic needs associated with a successful transition to adulthood.

City of Revelstoke Youth Advisory Committee (YAC) Mandate: The purpose of the YAC is to enhance services and opportunities for youth in Revelstoke.

Stoke Youth Network (SYN) Mandate: The Stoke Youth Network was designed by youth for youth, focused on increasing opportunities for meaningful youth engagement in Revelstoke.

2014 Youth Action Plan (YA Plan) Goals:

- *Education, Employment & Training:* Youth have opportunities to make meaningful contributions to their community and personal growth through advanced education, employments and training.
- *Entertainment, Recreation & Culture:* Youth have opportunities to build confidence and community through participation in positive entertainment, recreation and cultural activities.
- *Home, Health & Safety:* To ensure youth feel a sense of wellbeing and safety in both their homes and community.
- *Citizenship, Connectivity & Engagement:* Develop avenues for youth to make meaningful and sustained contributions to civic life and decision-making. Work to develop a local culture in which the contributions of young people are valued, and celebrated; in which youth are able to develop confidence and resilience.

Recognizing that priorities shift and change over time, this work plan is meant to serve as a guideline for action. The ten objectives will inform the work of the Youth Liaison based on much community consultation. Key themes have been identified to further guide the work of the Youth Liaison.

The Youth Liaison Work Plan is to be delivered based on a 30 hour work week over a 40 week period.

Putting Priorities into Action

Objective #1: Pursue strategic relationship building with youth.

(Based on formal and informal youth input, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
Interaction	<p>Availability of Caring Adults</p> <p>Be an available, caring adult and connect with youth on a regular basis:</p> <ul style="list-style-type: none"> • Maintain regular office hours at RSS, (post office hours in a visible location). • Meet one on one with youth as needed • Connect with youth through delivery of programs/events 	<p><i>Regular office hours are maintained, (minimum three days per week when school is in session).</i></p> <p><i>Connect with a minimum of five youth per week.</i></p>
	<p>Mentorship</p> <p>Support mentorship opportunities:</p> <ul style="list-style-type: none"> • Promote local mentorship programs • Recognize & celebrate youth mentors/volunteers 	<p><i>Mentorship program and opportunities continue to be available in community. (a minimum of sixty youth will be engaged in these programs).</i></p> <p><i>Youth are recognized at an annual celebration.</i></p>

Objective #2: Expand communication; act as a liaison between community groups and youth.

(Based on formal and informal youth input, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
<p>Connection</p>	<p>Connecting Youth to Community</p> <p>Promote and encourage community based youth opportunities:</p> <ul style="list-style-type: none"> • Produce newsletter and youth calendar of events • Manage website and related social media • Manage and update bulletin board at RSS • Connect one-on-one with youth to ensure they know about and are supported to participate in opportunities <p>Showcase youth talent, achievements and community involvement:</p> <ul style="list-style-type: none"> • Recognize youth success, leadership and community engagement through delivery of Stoke Youth of the Month program 	<p><i>A newsletter and youth calendar of events highlighting youth opportunities is produced, (minimum six per year).</i></p> <p><i>Social Media, website and bulletin boards are kept up to date</i></p> <p><i>Examples are given of youth being supported to participate in various opportunities</i></p> <p><i>Ten youth per year are recognized as Stoke Youth of the Month via radio and social media.</i></p>
	<p>Connect the Community to Youth</p> <p>Enhance communication and avenues for information sharing:</p> <ul style="list-style-type: none"> • Maintain & enhance working relationships with key youth-serving organizations and service providers • Liaison with community groups that are looking to engage youth & represent these groups in promoting opportunities to youth • Actively promote youth opportunities 	<p><i>Organizations feel supported in connecting with youth, (liaison with a minimum of four groups per month).</i></p> <p><i>Annual Leadership Fair takes place, (showcasing youth opportunities).</i></p> <p><i>Bulletin boards, social media and website are kept up to date with youth related activities, information and events, (a minimum of five posts per week).</i></p>

Objective #3: Ensure youth have equal access to inclusive youth opportunities.
(Based on formal and informal youth input, Poverty Reduction Strategy, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
<p style="text-align: center;">Accessibility & Inclusion</p>	<p>Youth Access</p> <p>Work to remove barriers for youth participation in sports, recreation, Arts and cultural activities:</p> <ul style="list-style-type: none"> • Delivery of the Youth Access Fund • Liaison with service providers and organizations to promote the Youth Access Fund and related programs, (example: Kidsport, Jump Start) • Provide outreach and support to youth and families accessing the YA Fund • Support service providers through the referral and administration process • Send updates and report to YA Fund committee • Seek funding to maintain/build the YA Fund 	<p><i>YA Fund records are keep up to date.</i></p> <p><i>YA Fund updates are sent to the YA Fund committee, (five-six times per year).</i></p> <p><i>The number of youth who receive assistance from the YA Fund are recorded, (target minimum twenty youth per year).</i></p> <p><i>A minimum of \$2000 remains in the fund at all times.</i></p>
	<p>Inclusive Community Events</p> <p>Work with youth & local event organizers to ensure there is an inclusive, accessible youth component to major events, (such as Screen Smart Week, Carousel of Nations, etc.):</p> <ul style="list-style-type: none"> • Attending planning sessions and/or support youth to participate in the planning process when possible • Promote youth-friendly events/opportunities <p>Support community partners to pursue youth-focused funding opportunities:</p> <ul style="list-style-type: none"> • Help identify funding opportunities • Assist with grant writing • Provide letters of support 	<p><i>Major community events have a least one youth activity/component.</i></p> <p><i>Youth are engaged in the planning process.</i></p> <p><i>Additional funding received is recorded, (support a minmum of six community partners to access funding).</i></p>

Objective #4 : Empower youth to make healthy choices and ensure they are aware of services/resoruces that are available to them. *(Based on formal and informal youth input, YIC, YAPlan, ICSP)*

Priority Theme	Priority & Related Activities	Performance Indicators
Well-being	<p>Youth Mental Health & Wellness</p> <p>Support the work of the Child and Youth Mental Health & Substance Use Committee:</p> <ul style="list-style-type: none"> • Support the Youth Mental Health Action Committee and related projects, (in partnership with CYMHSU LAT project lead & volunteers) • Support various groups to access CYMHSU funding • Assist with the organization of the annual Wellness Fair 	<p><i>Attend a minimum of eight CYMHSU committee meetings per year.</i></p> <p><i>Annual Wellness Fair takes place, (minimum fifteen booths).</i></p>
	<p>Making Connections & Support for Parents</p> <p>Work with youth and community organizations to facilitate youth access to existing services/supports:</p> <ul style="list-style-type: none"> • Promote youth services/supports • Liaison/Host service providers at RSS • Refer youth to service providers when necessary <p>Support parent education and engagement:</p> <ul style="list-style-type: none"> • Inform parents via social media, school newsletter, etc. • When possible invite parents to participate in training and education opportunities 	<p><i>Local services/supports are provided during school hours at local high school, (minimum once per week).</i></p> <p><i>Parents are informed of various supports, resources, and opportutnies through social media and school newsletter, (minimum eight newsletter contributions per year).</i></p>
	<p>Personal Safey & Risk Managemnt</p> <p>Explore opportunities for personal safety and risk management education, (including substance use):</p> <ul style="list-style-type: none"> • Liaison with RCMP, Interior Health, Avalanche Canada and other groups offering risk management education • Participate in safeteen training & support delivery of program in designated classroom 	<p><i>A minimum of four personal safety/risk management activities take place per year.</i></p>

Objective #5: Provide opportunities for meaningful youth engagement.

(Based on formal and informal youth input, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
Engagement	<p>Youth Programing, Activities and Events</p> <p>Deliver activities based on youth interest and priorities:</p> <ul style="list-style-type: none"> • Engage youth in the planning/implementation process • Delivery of two larger activities per year • Delivery of one smaller activity per month 	<p><i>Two larger activities per year are delivered, (target 30+ youth).</i></p> <p><i>A minimum of ten smaller (monthly) activities are delivered throughout the year, (target five-ten youth per monthly activity).</i></p> <p><i>A minimum of two youth are involved in the planning process for each activity, where possible.</i></p>
	<p>Work in Partnership</p> <p>Partner with organizations to deliver youth-friendly, youth-related activities/projects:</p> <ul style="list-style-type: none"> • Provide assistance and information to groups and organizations to access funding for youth activities & programming • Work with local groups to support Arts and Cultural initiatives and programing for youth 	<p><i>One activity/project per month, up to a maximum of ten activities per year are delivered in partnership with other organization, (target four service provider meetings per month).</i></p> <p><i>A minimum of two Arts & Cultural initiatives per year are supported.</i></p>
	<p>Community Youth Space</p> <p>Promote community spaces that are open to youth:</p> <ul style="list-style-type: none"> • Connect youth to existing spaces • Initiate collaboration with other organizations & groups to explore youth spaces; form subcommittee. 	<p><i>Conversation/collaborations around youth space happen, (minimum once per year).</i></p>

Objective #6: Facilitate collaboration amongst youth-serving community organizations.

(Based on formal and informal youth input, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
<p>Collaboration</p>	<p>Youth Initiative Committee (YIC)</p> <p>Bring together services providers to identify and respond to gaps/opportunities:</p> <ul style="list-style-type: none"> • Coordinate annual Youth Initiative Committee meeting • Conduct an annual review of progress and priorities outlined in the Youth Action Plan, including gap and opportunity identification and priority setting • Continue to share relevant information with the Youth Initiative Committee as needed via email and social media throughout the year 	<p><i>A minimum of one YIC meeting held per year, (target fifteen-twenty participants per meeting).</i></p> <p><i>Gaps and opportutnies are idienfied.</i></p> <p><i>Progress is noted and youth priorities remain current. Summary is provided following YIC and youth consulation meetings annually.</i></p> <p><i>YIC email list is keep up to date and youth-related information is send out via social media and email, (a minimum of one email per month).</i></p>

Objective #7: Ensure Revelstoke remains a safe, inclusive and caring community for all youth.

(Based on formal and informal youth input, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
Support	<p>Anti-hate/Anti-Bullying</p> <p>Support anti-hate/anti-bullying initiatives:</p> <ul style="list-style-type: none"> • Host events/speakers • Support peer driven initiatives 	<p><i>A minimum of two anti-hate initiatives take place per year.</i></p>
	<p>Diversity & Inclusion</p> <p>Promote diversity & inclusion of minority groups:</p> <ul style="list-style-type: none"> • Support LGBTQ+ & 'Safe Spaces' initiatives • Support and include youth with disabilities 	<p><i>A minimum of one LGBTQ/Safe Space initiative takes place and Safe Spaces meetings are attended whenever possible.</i></p> <p><i>Youth with disabilities are included in events, activities, are given leadership opportunities and take part in the planning process whenever possible.</i></p>
	<p>Recognize Business/Organizations</p> <p>Provide recognition to business and organization that support youth and youth initiatives:</p> <ul style="list-style-type: none"> • Provide letter of recognition annually to businesses and organizations. • Publically recognize contributions when appropriate, via social & print media. 	<p><i>Local businesses and organizations are recognized annually.</i></p>

Objective #8: Expand leadership & learning opportunities for youth.

(Based on formal and informal youth input, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
<p style="text-align: center;">Empowerment</p>	<p>Leadership Opportunities Engage youth in leadership activities:</p> <ul style="list-style-type: none"> • Continue to engage youth in the Stoke Youth Network Executive (SYN X) • Support outdoor leadership initiatives • Involve youth in the planning and delivery of activities, where possible • Provide reference letters as requested 	<p><i>Youth driven projects and ideas are supported and youth are engaged in at least one leadership activity per month.</i></p> <p><i>Monthly SYN X meetings are held, (four-six youth participants, minimum of eight meetings per year).</i></p> <p><i>A minimum of one outdoor leadership opportunity is supported per year.</i></p> <p><i>A minimum of two youth are engaged in planning/implementation of each project.</i></p>
	<p>Youth Philanthropy Support opportunities for youth to become active, informed & engaged citizens (e.g. global awareness, social justice, environmental concerns):</p> <ul style="list-style-type: none"> • Coordinate annual We-Day Trip and related social responsibility activities • Seek funding to ensure We-Day Trip is an annual event and explore other opportunities as they arise • Increase awareness of, and work to connect youth with, opportunities to volunteer and give back to the community 	<p><i>All four schools are engaged in social responsibility activities.</i></p> <p><i>The successful delivery of We-Day trip; list of related activities and number of participants, (a minimum of thirty youth are engaged).</i></p> <p><i>A minimum of \$5000 is obtained per year for We Day trip & activities.</i></p> <p><i>Youth are engaged in two larger volunteer activities per year, (target ten youth per activity).</i></p>
	<p>Youth Transition Help build capacity for the successful transition into adulthood:</p> <ul style="list-style-type: none"> • Promote skill/literacy development programs • Help connect youth with post-secondary opportunities • Promote youth employment programs (i.e. School Works) 	<p><i>Promoted SD#19, OC, CBAL skill development youth opportunities on a monthly basis.</i></p> <p><i>Support a minimum of one local business per year in access the School Works program for the first time.</i></p>

Objective #9: Support youth driven ideas, projects and priorities.

(Based on formal and informal youth input, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
<p>Inspire</p>	<p>Youth Voice</p> <p>Work with youth, community organizations and the municipality to explore & implement effective ways to ensure youth input into community processes, and work to ensure input is integrated:</p> <ul style="list-style-type: none"> • Liaison with community groups and act as a youth representative on various community-based committees • Include youth in decision making • Act as an advocate for youth priorities 	<p><i>Youth interests and priorities are brought forward to the YIC, the City, and other groups, (participate in two-three community-based committees).</i></p> <p><i>Youth are consulted on a regular basis, (including an annual review of priorities).</i></p> <p><i>SYN X meetings are held throughout the year, (eight meetings per year).</i></p>
	<p>Youth-Driven Ideas & Projects</p> <p>Make youth driven projects and interests a priority:</p> <ul style="list-style-type: none"> • Meet with youth one-on-one and in groups to explore ideas and potential projects; support delivery of projects where possible 	<p><i>Youth driven ideas and projects are supported, (minimum one per month).</i></p>

Objective #10: Report to and provide information to local and regional bodies as required.

(Based on CBT, YAC, YIC, YAPlan, ICSP)

Priority Theme	Priority & Related Activities	Performance Indicators
Accountability	<p>CBT Basin Youth Network</p> <ul style="list-style-type: none"> • Submit annual reporting requirements • Attend CBT youth summit and conferences • Liaison with other Basin Youth Network communities 	<p><i>Annual reporting requirements are fulfilled.</i></p> <p><i>Active participation in youth summit/conferences.</i></p> <p><i>Connect as needed.</i></p>
	<p>City of Revelstoke</p> <ul style="list-style-type: none"> • Check in monthly with CED Director • Present annually to City Council 	<p><i>Minimum ten times a year.</i></p> <p><i>Record time of meeting/presentation.</i></p>
	<p>Youth Advisory Committee</p> <ul style="list-style-type: none"> • Attend regular YAC meetings • Provide updates and report at YAC meetings • Engage youth to sit on YAC when needed • Support youth members of YAC to attend meetings and provide meaningful contributions 	<p><i>Five YAC meetings throughout the year are held</i></p> <p><i>A written report and a verbal synopsis are provided at five monthly meetings.</i></p> <p><i>Two youth representatives sit on YAC.</i></p>
	<p>Report to other funders as required</p>	<p><i>Funding reports are completed.</i></p>