

YOUTH FUTURES LEADERSHIP PROGRAM 2019

Dear parents/guardians and participants,

Welcome to the Youth Futures Program! To help answer some of the questions you may have, the following letter is intended to inform you about the program, training dates your youth will participate in and the forms that you and your child are required to complete.

Program Overview:

Youth Futures is a program for youth ages 13-18 years that are looking for an opportunity to build their leadership skills while working with children in a recreation setting. The Youth Futures program consists of three components: Junior, Senior and Alumni Leadership Development. Under the supervisor of camp leaders, participants will learn a variety of age appropriate games for preschool and school age groups. They will gain skills and experience working in a team environment, build relationships and communication skills and much more. The Youth Futures Leadership Program offers a solid foundation for an in-depth and comprehensive leadership training within the Children's Recreation programs in Maple Ridge. Upon completion of the program, all participants will receive a letter of reference.

Wednesday Trainings/Project Days

Every Wednesday, Youth Futures participants will partake in weekly training sessions to explore key components of the program, develop new skills, become successful team members and build relationships with the Youth Futures team. We ask that participants to make an effort to attend all of the required scheduled training sessions as they make up a large component of the program.

Eco Fridays

The Youth Futures program partners with local community organizations to give the participants an opportunity to participate in environmental education workshops, learn more about important local ecosystems and partake in environmental stewardship activities within the community. Participants will be scheduled for a minimum of three sessions.

Random Acts of Kindness

Random Acts of Kindness initiatives will be built into the Wednesday trainings bi-weekly. This will be led by the Alumni Youth Futures and together they will do acts of kindness in the community.

"Be the Change" Project Fundraiser

Throughout the Summer, the Youth Futures program participants will get the opportunity to brainstorm and work together to create a project fundraiser that they would like to host in August. All the proceeds will go a local organization chosen by the Youth Futures team.

Junior Youth Futures:

The Junior Youth Futures program is recommended for first year volunteers in the Youth Futures program. They will be responsible for:

- Volunteering a minimum of 8-10 hours a week
- Leading a minimum of 3 -6 activities throughout the summer
- Participating in 3 Eco Friday's

Senior Youth Futures:

The Senior Youth Futures program is recommended for returning volunteers in the Youth Futures program who are wanting to expand their leadership skills. They will be responsible for:

- Volunteering a minimum of 8-10 hours a week
- Leading a minimum of 8-15 activities throughout the summer
- Participating in 3 Eco Friday's
- Mentoring the Junior Youth Futures
- Partnering with Alumni Youth Futures to help lead games and activities in Wednesday trainings

Process to become an Alumni Youth Futures:

Returning Youth Futures who are interested in the Alumni position this summer must submit a resume and cover letter to Jen Baillie (jbaillie@mapleridge.ca) by **Saturday June 8th 2019**. It is preferred to have previous Youth Futures experience or relevant experience from another leadership program.

Successful candidates will be chosen through an interview process. Alumni's are expected to start on July 1st at the Canada Day event at Memorial Peace Park.

Alumni's will be responsible for:

- Leading and mentoring the Junior and Senior Youth Futures
- Volunteering a minimum 30 hours a week
- Leading a minimum of 2-4 activities per week in scheduled programs
- Participating in 4 Eco Friday's
- Leading portions of Wednesday trainings
- Leading Random Acts of Kindness biweekly
- Leading the Be The Change fundraiser
- Camp Take Over Day where they will have the opportunity to switch roles with our Children's staff to lead programs
- Supporting leaders in children's camps and event planning
- Being a positive role model to fellow Youth Futures and always leading by example

Important Dates:

➤ **Parent Information Session**

Date: Wednesday June 12th, 2019

Time: 7:00-8:00pm

Location: Greg Moore Youth Centre multipurpose room (11925 Haney Pl, Maple Ridge, BC V2X 6G2)

New parents and participants are required to attend this session. Everyone is invited to join.

➤ **First Training and Orientation**

Date: Saturday June 29th, 2019

Time: 10:00am-3:00pm

Location: Greg Moore Youth Centre multipurpose room (11925 Haney Pl, Maple Ridge, BC V2X 6G2)

Required training for all participants. This is when the participants get to know this summer's Youth Futures coordinators and fellow Youth Futures. We will be going over the layout of the program, what we will be doing this summer and give training regarding being a Youth Future in programs.

➤ **Canada Day Event**

Date: Monday July 1st, 2019

Time: Will be assigned at training on Saturday June 29th

Participants will be able to volunteer in our annual Canada Day event at the Memorial Peace Park. More information will be provided at the training on Saturday June 29th.

Forms:

Enclosed in this package are important forms that are required to be filled out for all participants of the program. In order to best accommodate your child's availability and program choices.

The forms on pages #5-11 must be returned in an envelope addressed to Jen Baillie to the front desk of the Maple Ridge Leisure Centre by June 14, 2019.

1. Participant Information Form (pages 5-8)

Your child will not be able to take part in the program or any training until these forms are returned to staff. If they are lost, they can be filled out on the first day of training.

2. Youth Futures Availability Form (page 9-10)

This form allows your child to indicate the locations of our programs they are able to get to and also declare any holidays or days that they will not be able to volunteer over the course of the summer. Schedules will be based off the availability form.

3. Youth Futures Sign In and Out Release Form (page 11)

This form allows your child to sign themselves in and out of Youth Futures programming throughout the summer.

We look forward to meeting both you and your child! We are excited about the opportunities we have planned for the summer and are confident that our Youth Futures Leadership Development Program will be a fun and memorable experience for all our participants.

Best Regards,

Youth Futures Coordinators
Maple Ridge Parks, Recreation & Culture
Phone: 604-466-4339

Tell us about you... (Participant to fill out this form):

We hope that all youth benefit from being in our Youth Futures Leadership Development program. By providing us with some information about you, we can create an environment where you will have fun, learn, and feel successful in the program.

Why are you so awesome? Tell us about yourself!

What are your strengths?

What kind of leader are you?

What are your interests? (i.e. sports, photography, art, outdoors, etc.)

What are some topics and discussion you want to go over during trainings?

If you are a returning Youth Future, why did you chose to return this summer?

What do you hope that you will learn or accomplish in the Youth Futures program this summer?

Thank you for taking the time to share this information with our staff!

Participant	PROGRAM NAME: YOUTH FUTURES 2019
	Child's Name: _____ <i>First Name</i> <i>Last Name</i>
	Child name preference: _____ Age: _____
	Birth Date (DD/MM/YYYY): _____ Care Card #: _____
	Child's 1 st Language: _____ Child's 2 nd Language: _____
	Does your child have a life threatening allergy or medical condition? <input type="checkbox"/> Yes or <input type="checkbox"/> No (check one)
	What is the life threatening allergy to or name of the condition? _____ <i>*If YES, please complete the Special Information Section in this waiver.</i>
Home Address: _____	
Postal Code: _____ Home Phone : _____	
Contacts	Parent/Guardian #1 _____ Relationship to Child: _____
	Phone#(home): _____ (work): _____ (cell): _____
	Parent/Guardian #2 _____ Relationship to Child: _____
	Phone#(home): _____ (work): _____ (cell): _____
	Emergency Contact _____ Relationship to Child: _____
	Phone#(home): _____ (work): _____ (cell): _____
Pick Up Authorization	I hereby authorize the following people to pick up my child, at the program location in the event parent(s)/guardian(s) are unable to and have contacted the Parks & Recreation staff prior to pick up.
	1. _____ Phone Number: _____
	2. _____ Phone Number: _____
	3. _____ Phone Number: _____
	4. _____ Phone Number: _____
Photos	I, the undersigned, parent/guardian do hereby agree to all the individual(s) names herein to be photographed and pictures to be used solely for the purposes of promoting City of Maple Ridge programs. <input type="checkbox"/> YES or <input type="checkbox"/> NO (check one)



Please ensure all information is completely filled out as this information is used is for staff to provide medical treatment and information for your child in the event of an illness or injury.

Does your child:
(Identify the name of the condition or medication if they have any of the following considerations)

Have any medical conditions (i.e. Asthma)?

YES or NO if **yes** please explain below:

Take any medication (include type, dosage, times of self-medication)?

YES or NO if **yes** please explain below:

Have any allergies (include types of food, medication, sunscreen and environment)?

YES or NO if **yes** please explain below:

Have any limitations that would mean the child could not participate in activities?

Have any fears that staff should be aware of (e.g. water, bees)?

Medical Release:

It is our policy to notify a parent when a child is ill or needs medical attention. In the event we cannot contact you and we need to get immediate help for your child, we require a signed consent to do so.

1. I give consent for my child to be taken to the nearest emergency medical centre by ambulance when I cannot be contacted.
2. I give consent for my child to receive medical treatment.

Signature of parent/guardian _____ Date: _____

Witness: _____

Medical Information



Important Information	<p>Does your child know how to swim? Current level of swim lesson: _____ <input type="checkbox"/> YES or <input type="checkbox"/> NO (check one)</p> <p>Do you give permission for staff to administer sunscreen to your child? <input type="checkbox"/> YES or <input type="checkbox"/> NO (check one)</p> <p>Do you give permission for staff to administer bug spray to your child? <input type="checkbox"/> YES or <input type="checkbox"/> NO (check one)</p> <p>Please list any family information or special instructions the Maple Ridge Parks, Recreation & Culture staff should be aware of while your child is in care:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Please list any other comments or concerns that you have:</p> <p>_____</p> <p>_____</p> <p>_____</p>
	<p>Walk Home Authorization</p> <p>By signing below I give permission to allow my child/ren (over 10 years of age) to walk home/leave after the program is concluded unaccompanied and without a parent or guardian.</p> <p style="text-align: right;"><input type="checkbox"/> YES or <input type="checkbox"/> NO (check one)</p> <p>Please specify the date range (i.e. July 2-5,) and/or specific date (s) or days (i.e. Monday's, Tuesday's):</p> <p>_____</p>

I consent to my child's participation in the program including transportation associated with out trips if applicable. I am aware that there are risks associated with the participation in the program, including the risk of injury, and I consent to my child's participation in spite of such risks. I acknowledge that it is my responsibility to advise the City of Maple Ridge of any medical or other conditions which may affect my child's participation in Maple Ridge Parks, Recreation & Culture programs and have listed them above. I have read this form and understand and accept its terms.

Parent/Guardian Signature

Parent/Guardian Printed Name

Date

Parent/Guardian Email

Youth Futures Availability:

Schedules will be emailed at the start of each month. A reminder that schedules are subject to change based on various reasons. If that happens, we will let you know via phone and email. Please remember that Youth Futures is a volunteer program and we hope you make the most of every experience in the summer.

In addition to the weekly Wednesday trainings and Eco Friday's, participants are encouraged to complete a minimum of 8-10 hours per week in various camp settings to put their leadership skills into practice.

Youth name: _____

Youth email: _____

Parent/guardian email: _____

Welcome Orientation & Full Day Training

Date	Training	Time	Location	Y or N
Wednesday June 12th 2019	Welcome Meeting & Parent/Guardian Orientation	7:00-8:00pm	Multi Purpose Room at the <i>Greg Moore Youth Centre</i> <i>11925 Haney Place Maple Ridge</i>	
Saturday June 29th 2019	Full Day Training	10:00am-3:00pm	Multi Purpose Room at the <i>Greg Moore Youth Centre</i> <i>11925 Haney Place Maple Ridge</i>	

Please mark "x" on the locations of the camps you are able to get to.

Address	"x"
Maple Ridge Leisure Centre (11925 Haney Pl, Maple Ridge V2X 6G2)	
Maple Ridge ACT (11944 Haney Pl, Maple Ridge V2X 6G1)	
Maple Ridge Park (23200 Fern Crescent, Maple Ridge V4R 2S7)	
Eagles Hall (23461 Fern Crescent, Maple Ridge V4R 2S6)	
Kanaka Creek Regional Park (11450 256 St, Maple Ridge V2W 1H1)	
UBC Research Forest (14500 Silver Valley Rd, Maple Ridge V4R 2R3)	
Whonnock Community Centre (27871 113 Ave, Maple Ridge V2W 1M9)	
Reiboldt Park (23329 Tamarack Ln, Maple Ridge V2W 1A8)	
Cliff Park (11608 251 Street, Maple Ridge V4R 1E3)	
Albion Upper Park (22460 104 Ave, Maple Ridge V2W2E2)	
Pitt Meadows Paddling Club (14411 Harris Rd, Pitt Meadows V3Y 2T2)	
Hammond Stadium (20601 Westfield Ave, Maple Ridge)	
Eric Langton Elementary School (12138 Edge St, Maple Ridge V2X 6G8)	
Yennadon Elementary School (23347 128 Ave, Maple Ridge, BC V2X 4R9)	
Laity View Elementary School (21023 123 Ave, Maple Ridge, BC V2X 4B5)	
Alouette Elementary School (22155 Isaac Crescent, Maple Ridge, BC V2X 0V9)	

We offer programs at various times throughout the week, anytime from 8:00am to 8:00pm. To ensure we schedule accordingly, please:

- **Cross off the dates on the calendar that you will not be available.**
- **Write the start and end times on the days available.**

JULY 2019				
Monday	Tuesday	Wednesday	Thursday	Friday
1 CANADA DAY EVENT	2	3 TRAINING	4	5
8	9	10 TRAINING	11	12
15	16	17 TRAINING	18	19
22	23	24 TRAINING	25	26
29	30	31 TRAINING		

AUGUST 2019				
Monday	Tuesday	Wednesday	Thursday	Friday
			1	2
5	6	7 TRAINING	8	9
12	13	14 TRAINING	15	16
19	20	21 TRAINING	22	23
26	27	28 WRAP UP PARTY	29	30

Youth Futures Sign In and Out Release:

I _____, give permission for my child _____,
(Please print Guardian Name) *(Participant Name)*

to sign themselves in and out of all Youth Futures programming this summer
between June 29th 2019 to August 30th 2019.

Signature of Guardian: _____ **Date:** _____