

WSCC Emotional Well-Being Learning Collaborative
District Youth Liaison for Youth Leaders Guide

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Overview of the District Youth Liaison Role

The **district youth liaison** is a member of the district leadership team who supports youth leaders in developing and implementing SMARTIE goals to support emotional well-being of students in their districts.

The district liaison is responsible for:

1. Identifying 2-3 youth leaders from their district to participate in the Youth Leadership Action Academy (Intensive Training in Fall, Youth Action Calls in Winter/Spring)
2. Attending the Youth Leadership Academy Intensive Training
3. Attending the bi-monthly Youth Leadership Academy Action Calls
4. Meeting with youth leaders in between action call to facilitate youth leaders developing and implementing a SMARTIE Goal
5. Working with the District Leadership Team to integrate youth leaders' perspective into district planning and goals

Process for Districts to engage Youth Leaders in their community to advise & lead

We will be working with you to help amplify youth voices by engaging existing youth leaders from each district as collaborative partners in supporting the health and well-being of students in their community. The youth selected for the role will participate in a **Youth Leadership Academy** where they will help drive the design and implementation of social emotional learning (SEL), student mental health (SMH) and skill development in their school communities. It is imperative that youth be compensated for their contribution to the work.

1) Who are the existing youth leaders in your state and district? Consider the existing advisory boards, councils, organization and clubs within the state, district, and schools as these are excellent places to start when considering recruiting youth.

2) Identify 2-3 youth per district.

- Determine a process for selecting youths to officially participate in the WSCC Youth Leadership Academy. Districts may consider a formal or informal nomination process, application, screening interview, etc. for selecting youth leaders.

3) Consult with the Youth Engagement Liaison (Dr. Tiffany Beason) throughout the process. Dr. Beason can help your district:

- Identify groups/councils to reach out to.
- Develop a Consent process.
- Provide templates for forms and help you adapt them to your district/state policies and procedures.

Inclusion Criteria for selected Youth Leaders:

- **Young people from communities most impacted by chronic disease** and its risk factors, e.g., Youth living in poverty; Youth of Color
- **Age 13-18** years old
- Current Youth Leader or Representative on a State, District or School Council, Organization Committee
- Can commit to two 2-hour intensive trainings & four 1-hour action calls over school year.

Groups/Organizations to recruit Youth Leaders from:

- District Youth Advisory Committee Representatives
- Youth Representative on the School Board
- Student Government Association Leaders
- State Youth Leadership Council Representatives/ Tribal Youth Leadership Council Representatives
- Youth Leaders/Representatives on Parent, Teacher, Student Organizations (PTSO)
- Youth Leaders on School Social Emotional Learning Team/Mental Health Organizations or Clubs
- Youth Leaders from School Organizations/Clubs (e.g. Students of Color/Black, Indigenous, People of Color (BIPOC) Student Union, LGBTQIA+ Union, etc.)

Youth Leadership Academy

The **Youth Leadership Academy** consists of an **Intensive Training and 4 Youth Leadership Action Calls** throughout the 2024-2025 school year. The purpose of the Youth Leadership Academy is to engage youth leaders and elevate their voices to be contributing members of teams supporting emotional well-being in their states and districts. Activities throughout the year are designed to

Youth Leadership Academy Intensive Training

November 19 & 21, 2024

12-2 PM ET/11-1 PM CST/10-12 PM MST

The Youth Leadership Academy (YLA) Intensive Training is a 2-day training (2-hours each day) to engage youth leaders from the WSCC LC districts and prepare them for participation in the YLA throughout the year. Youth will be introduced to major concepts used throughout the year and have a chance to share-out their thoughts and perspectives. The Youth Leadership Academy Intensive Training will include

- Education on Comprehensive School Mental Health Systems, Social Emotional Learning, the WSCC framework, and Health Equity
- Opportunities for youth to meet with other youth from their states and share their experiences with emotional well-being and health equity in their districts
- Engagement with State and District leaders for youth leaders to share their vision for improving emotional well-being in their state and district

Youth Leadership Academy Action Calls

4th Tuesday of the month

1-2 PM EST/12-1 PM CST/11-12 PM MST

The Youth Leadership Academy (YLA) Action Calls are 1-hour training and working sessions that are designed to teach youth leaders leadership skills and give them space to connect with other youth leaders to develop and problem-solve their SMARTIE goals. Each session will consist of a learning a leadership skill, including time to practice in small groups, breakout groups to share ideas and network with youth leaders from their own state and other states, and opportunities to connect with faculty to support the development of their goals.

Content includes:

- Setting SMARTIE Goals
- Assertive communication skills
- Giving and Receiving Feedback
- Mentorship

SMARTIE Goals

- **Specific:** You know exactly what the goal is and when it is met
- **Measurable:** You know when or how much of something is done when meeting the goal
- **Achievable:** Your goal is within reach and easy to put into action.
- **Realistic:** You have access to time and resources to accomplish this goal
- **Time-bound:** You have a deadline for your goal
- **Inclusive:** Your goal includes everyone, including youth of color, LGBTQIA+ youth, low-income youth, immigrants, etc.
- **Equitable:** Your goal would help ensure that everyone has what they need to be well, and sometimes this may not mean everybody has what is equal because we all have different needs

Example Phrasing for SMARTIE Goals

I will start an Emotional Well-Being Tik Tok for my district. I will post a new video sharing Emotional Well-Being tips once a week on Mondays. I will ask for submissions for ideas to get input from a diverse group of students.

I will start a wellness committee at my school by the end of the school year. I will start by finding a teacher or administrator to sponsor the club by the end of the month and then create flyers to advertise the club by February.

Best Practices for Engaging Youth throughout the Year

Throughout the year, the District Youth Liaison should continue to engage with the district youth leaders to support the implementation of their SMARTIE goal and their integration into the district leadership team. The Youth Leadership Academy Intensive Training and Action Calls will provide youth with foundational skills to develop their goals and explore how to engage as leaders in their school and district. In between sessions, district liaisons can support youth in meeting their goals by:

- Meeting with youth leaders regularly
- Assisting them in revising their goals
- Helping them to connect with administrators at their schools.
- Including them (or their ideas/suggestions) in WSCC LC District Leadership Planning
- Supporting the implementation of their goals and providing access to resources/supports you may need to meet their goals.

Concrete Ideas for Youth Engagement

- Outreach and Advocacy
 - Youth create a social media hashtag or campaign.
 - Youth write or co-write a blog/school newspaper post.
- Youth Representative on Team Meetings, Councils
 - Youth involved on formal and informal groups or councils, including School Mental Health teams
- Research and Assessment
 - Youth leaders participate in gather information about resources to help support their school community
- Peer Education
 - Youth share with their peers, e.g., via classroom presentations, resource fairs, morning school announcements
- Youth Training & Shadowing Experiences

WSCC Emotional Well-Being LC 2024-25 Cohort Schedule

District Youth Liaison Sample Timeline

<p>September 19 & 26, 2024 11-2 PM EST/9-12 PM MST</p>	<p>SEA and District Kick-off/Intensive Training (2 half days) District Liaison attends the District Intensive Training</p>
<p>September/October</p>	<p>District Youth Liaisons work with District Team to select 2-3 Youth Leaders in the District to participate in the Youth Leadership Academy</p>
<p>October</p>	<p>District Youth Liaison collects Youth Leader Consent forms and discusses with youth leaders their roles and responsibilities for the year</p>
<p>November 19 & 21, 2024 12-2 PM EST/10-12 PM MST</p>	<p>Youth Leadership Academy Intensive Training District Liaison works with schools to get youth leaders connected to a computer with Zoom capabilities</p>
<p>December 2024</p>	<p>District Youth Liaisons should meet with youth leaders to continue developing their goals and make sure the youth's goals are feasible to be implemented within the WSCC Emotional Well-Being LC year.</p>
<p>January 28, 2025 1-2 PM EST/11-12 PM MST</p>	<p>Youth Leadership Action Call #1- Setting Goals</p>
<p>February 2025</p>	<p>District Youth Liaisons should meet with youth leaders to support them in implementing their goals.</p>
<p>February 25, 2025 1-2 PM EST/11-12 PM MST</p>	<p>Youth Leadership Action Call #2-Assertive Communication</p>
<p>March 25, 2025 1-2 PM EST/11-12 PM MST</p>	<p>Youth Leadership Action Call #3-Giving & Receiving Feedback</p>
<p>Early April</p>	<p>District Youth Liaisons should meet with youth leaders to support them in implementing their goals.</p>
<p>April 29, 2025 1-2 PM EST/11-12 PM MST</p>	<p>Youth Leadership Action Call #4- Mentorship</p>

Youth Leader Action Planning Guide

Youth Name:

Month/Year:

Brainstorm: Use this first area to brainstorm potential idea for your goal. Then, you can rate the need for change in this area, the availability of resources for this goal and how many barriers may exist.

Goal Ideas	Need for change (1-10) 1=no need 10=great need	Resources to achieve change (1-10) 1=no resources 10=many resources	Barriers to change (1-10) 1=no barriers 10=many barriers

Select one idea from above that you want to improve:

Write your SMARTIE Goal for this idea. Remember, SMARTIE Goals are:

- **Specific:** You know exactly what the goal is and when it is met
- **Measurable:** You know when or how much of something is done when meeting the goal
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MY SMARTIE GOAL:

ACTION PLANNING

How will you know if you've achieved success within this goal?

- Indicators of Success:

What opportunities exist related to this goal?

What current work is taking place related to this goal?

What resources are available to support this goal (leadership, infrastructure, staffing, partnerships)?

What barriers exist related to this goal?

What would prevent me from moving forward with this goal?

What would I need to overcome this/these barrier(s)?

Action Steps

List the short-term steps necessary to achieve goal	Person(s) Responsible	Target Date	Completed (Y/N)
1.			
2.			
3.			
4.			

NEXT MEETING: _____

Best Practices for Creating Space for Youth to Engage

Using Shared Agreements

Shared agreements can be used to engage youth leaders and provide a space where they feel comfortable and empowered. Some sample shared agreement include:

- Use “I statements” to state opinions or feelings
- Respect everyone’s differences
- Respect everyone’s opinions
- Use inclusive language
- Use your right to say: “pass” or “pass and come back”

WSCC LC Youth Leadership Academy Permission Slip

I, _____, give permission for _____ to attend the Virtual **WSCC LC Youth Leadership Summit Intensive Training and Monthly Action Calls** on the following dates:

- November 19 & 21, 2024 (12-2 PM ET/11-1 PM CST/10-12 PM MST)
- January 28, 2025 (1-2 PM EST/12-1 PM CST/11-12 PM MST)
- February 25, 2025 (1-2 PM EST/12-1 PM CST/11-12 PM MST)
- March 25, 2025 (1-2 PM EST/12-1 PM CST/11-12 PM MST)
- April 29, 2025 (1-2 PM EST/12-1 PM CST/11-12 PM MST)

I understand that if they are accepted, they will need to attend the entire session.

(Print Name)

(Phone Number)

(Parent/Guardian Signature if under 18)

(Principal/School Leadership)

(WSCC LC District Youth Liaison)

2024-2025 [SCHOOL DISTRICT] WSCC Learning Collaborative
Youth Leadership Academy Consent Form

Instructions: A separate copy of this waiver must be completed for each youth attending the **2024-2025 Whole School, Whole Community, Whole Child (WSCC) Learning Collaborative Youth Leadership Academy**. Each youth must submit a copy of this form signed by the youth, parent/guardian (if under 18 years of age). Read and complete this form carefully.

Youth's Name:
Youth Contact Number (Cell):
Youth's Email:
Parent/Guardian's Name(s):
Home Address:
City, State and Zip Code:
Parent/Guardian's Contact Number (Home):
Parent/Guardian's Contact Number (Cell):
Parent/Guardian's Contact Number (Work):
Parent/Guardian's Email:

Alternative Emergency Contact, if Parent/Guardian are Unavailable:
Emergency Contact's Name:
Emergency Contact's Relationship to Youth:
Emergency Contact Number (Home):
Emergency Contact Number (Cell):
Emergency Contact Number (Work):

What is the WSCC LC Youth Leadership Academy?

[DISTRICT NAME] is participating in a learning collaborative where the adult leaders are learning how to support positive mental health and well-being for all students, staff, and families. The district leadership wants students to be involved and provide their opinions on how we can better support all students and staff. Your student has been nominated to be a youth leader participant in this learning collaborative, given their skills, passion, and potential as a future leader. Involvement in the learning collaborative is described below. **The academy activities will provide opportunities for youth to share their opinions on how the school district leaders can support emotional well-being and promote equity in schools.** Youth will also engage in activities to increase their understanding of school mental health and social and emotional learning and to help them build their leadership skills. **The youth will complete brief anonymous surveys during the program to tell us about their leadership skills and to give us feedback on the program.**

The Youth Leadership Summit and Youth Leadership Action Calls include:

- Two (2) two-hour virtual sessions (Tuesday, November 19th & Thursday, November 21st from 12-2 EST/9-11 PST) on Zoom during the school day
- 4 Virtual action calls (January 28, February 25, March 25, April 29 from 1-2 EST/10-11 PST) on Zoom during the school day
- Youth will be compensated with a **\$160 gift card** at the end of the year for their participation
- **[DISTRICT ENTER ANY ADDITIONAL (NON-MONETARY) INCENTIVES (I.E., COMMUNITY SERVICE HOURS, EXTRA CREDIT, ETC.)]**

The Youth Leadership Academy will be sponsored by the National Center for School Mental Health (NCSMH; www.schoolmentalhealth.org/) and the Collaborative for Academic, Social, and Emotional Learning (CASEL; www.casel.org). Jill Bohnenkamp, Ph.D., Tiffany Beason, Ph.D., and Zahra Ladhani, Ed.D., from NCSMH have multiple years of experience and expertise working with youth in schools across the country.

Consent Form

We value a safe and equitable space for all youth and adults to share their opinions. As such, the summit staff will take all steps to ensure a safe and inclusive virtual summit environment for all youth and adults participating. Please indicate your agreement to abide by the following space rules:

- Use “I statements” to state opinions or feelings
- Respect others’ differences
- Respect everyone’s opinions
- Use respectful language
- Use you right to “pass” on activities/questions

Initials of Parent/Legal Guardian_____

Initials of Youth_____

Parent/Guardian (if under 18 years of age): I agree to let my child participate in and be compensated for their participation in the WSCC LC Youth Leadership Academy activities and feedback surveys.

Initials of Parent/Legal Guardian_____

Youth: I agree to participate in and be compensated for my participation in the WSCC LC Youth Leadership Academy activities and feedback surveys.

Initials of Youth_____

I give permission/assent for my student to participate in the above activities.

Signature of Parent/Legal Guardian_____

Date_____

Youth Signature_____

Date_____



Invitation to join the WSCC Emotional Well-Being Youth Leadership Academy

Hello!

Our school district is participating in a learning collaborative with the National Center for School Mental Health (NCSMH) and Center for Academic, Social and Emotional Learning (CASEL). As part of this collaborative, we are nominating 2 -3 high school youth leaders in our district to provide input on the work districts are doing to increase emotional well-being in schools.

Expectations for Youth Leaders:

- **Attend the Youth Leadership Academy Intensive Training on November 19 & 21, 2024 from 12-2 PM ET/11-1 PM CST/10-12 PM MST**
 - We will work with your teachers to get permission to miss class and make-up assignments
 - The training will focus on leadership skills and connecting with youth from **across the country** to share your voice about emotional well-being for youth today
- **Join 4, 1-hour youth action calls every other month (January, February, March, April)**
 - These one-hour calls will be focused on helping you to advance emotional well-being in your school/district through skill development, collaboration, practice and reflection
- **Apply what you've learned to your school/district!**

All students who participate will receive a **gift card** for their time! We also can help connect you to mentors and provide opportunities for professional development.

We think you would be a fantastic candidate for this opportunity. Please let us know by XX date if you would be interested in participating!