



| Preparation | | | | Who Attends? | | |
|---------------|--|----------|--------------------|--------------|---------------|------------|
| Date | Event / Deadline | Required | Time | Site Lead | Support Staff | Site Admin |
| 9/17/19 | YPQI Kick-Off Event – United Way (UW) | | 9 am – 10 am | ✓ | ✓ | ✓ |
| 9/17/19 | SEL Essentials – UW (1 person from 1 st 30 sites only) | | 10am – 1 pm | ✓ | ✓ | ✓ |
| 9/23/19 | PQA Basics Training: Required for NEW sites/staff, Optional for RETURNING sites/staff. | ✓ | 9 am- 5 pm | ✓ | ✓ | ✓ |
| Ongoing | Self Assessment/Scores Reporter recorded webinar (http://cypq.org/webinar/ajdslk222) | | 1 hour | ✓ | ✓ | ✓ |
| Assess | | | | | | |
| By 11/15/19 | Fall Self and External Assessments | ✓ | — | ✓ | ✓ | ✓ |
| By 10/25/19 | Assess Phase Coaching session (All NEW Sites) | | — | ✓ | ✓ | ✓ |
| By 10/25/19 | Buddy Program site meet-up (if applicable) | | | ✓ | ✓ | ✓ |
| By 11/15/19 | Site Team scoring meeting | ✓ | — | ✓ | ✓ | ✓ |
| 11/22/19 | Deadline to enter assessment scores online | ✓ | COB | ✓ | | |
| Plan | | | | | | |
| 12/6/19 | Planning with Data 101: for NEW staff to YPQI – U-Turn Sports | ✓ | 9 am - 1 pm | ✓ | ✓ | ✓ |
| | Planning with Data 201: for ALL staff – U-Turn Sports | ✓ | 10 am - 1 pm | ✓ | ✓ | ✓ |
| 1/6 - 1/24/20 | Plan Phase Coaching session | | — | ✓ | ✓ | ✓ |
| Ongoing | Improvement Plan recorded webinar (http://cypq.org/webinar/richm332) | | 1 hour | ✓ | ✓ | ✓ |
| 1/31/20 | Deadline to enter improvement plans online | ✓ | COB | ✓ | | |
| Improve | | | | | | |
| 1/15/20 | Peer Learning: Working with LGBTQ+ Youth, offered by Side by Side – Side by Side (2311 Westwood Ave) | | 10 am – 12 pm | ✓ | ✓ | |
| 2/1/20 | Spectacular Saturday: Ask, Listen, Encourage (9:00 a.m. – 11:00 a.m.), Building Community (11:30 a.m. – 1:30 p.m.) – Downtown YMCA (2 W Franklin St.) | | 9 am – 1:30 pm | ✓ | ✓ | |
| 2/4/20 | Methods Training: Planning & Reflection – UW | | 10 am – 12 pm | ✓ | ✓ | |
| 2/6/20 | Methods Training: Reframing Conflict – UW | | 10 am – 12 pm | ✓ | ✓ | |
| 2/12/20 | Methods Training: Youth Voice - MFYC | | 6 pm – 8 pm | ✓ | ✓ | |
| 2/17/20 | Methods Training: Active Learning - MFYC | | 10 am – 12 pm | ✓ | ✓ | |
| 2/25/20 | Methods Make-Up: In case of cancelled training | | 10 am – 12 pm | ✓ | ✓ | |
| 3/27/20 | Beyond the Method: Planning & Reflection - UW | | 9 am – 11 am | ✓ | ✓ | |
| 3/31/20 | Beyond the Method: Youth Voice - MFYC | | 6 pm – 8 pm | ✓ | ✓ | |
| 4/1/20 | Peer Learning: Urban Gardening, offered by Lewis Ginter Botanical Garden | | 12:30 pm – 2:30 pm | ✓ | ✓ | |
| Assess | | | | | | |
| 4/13- 5/8/20 | Spring Self and External Assessments | | — | ✓ | ✓ | ✓ |
| TBD | Methods Training: TBD -Boys and Girls Club | | TBD | ✓ | ✓ | |
| 5/8/20 | Improvement plan review entered in scores reporter | ✓ | COB | ✓ | | |
| Closing | | | | | | |
| 6/5/20 | Closing Celebration – TBD | | 9 am - 11 am | ✓ | ✓ | ✓ |

2019-2020 Richmond YPQI Calendar

Role and Training Descriptions

Site lead: The person who manages the day-to-day operations for your site and is directly responsible for YPQI implementation. (Ex: Center Directors, Program Director/Leader etc.)

Support Staff: Key staff members who will play a support role in YPQI. They participate on the internal self-assessment team, support improvement planning and ultimately implement the actual program changes.

Admin: Administrators who support site leads in the implementation of YPQI. They are responsible for YPQI participation at an organization level.

Trainings and Events

Kick-Off – Get to know the other members of the cohort through this speed network event.

SEL Essentials – Social and emotional learning (SEL) enhances students' capacity to integrate skills, attitudes, and behaviors to deal effectively and ethically with daily tasks and challenges. Come explore the eight essential components of SEL and consider how to implement them in your programs.

Basics Training – The PQA is a research-validated and field-tested tool designed to evaluate the quality of youth programs and identify staff training needs. This hands-on workshop prepares participants to conduct program self-assessment. Since the Youth PQA is an evidence-based assessment tool, it relies on observation and interview. Participants also complete an Implementation plan that describes how they will conduct their own program self-assessment.

Introduction to the Active Participatory Approach – Support Staff Preparation for Richmond YPQI: Youth programs can be optimized for youth needs, motivation, and engagement. The Active-Participatory Approach to youth work was designed to address these goals. This youth-centered approach is the foundation for the Youth Work Methods Series.

Introduction to the Active Participatory Approach – This course describes the overall Methods series, rooted in positive youth development, education, and psychological theory and research. It also includes an overview of the Assess-Plan-Improve process and is intended for staff members other than the Site Lead who will participate in the YPQI process at their site.

Active Learning – Do you know the difference between active learning and “hands-on” learning? Giving youth materials is just the beginning. This interactive workshop introduces the “ingredients” of active learning, explains the role that active learning plays in the experiential learning cycle, and helps participants create more powerful learning opportunities for youth.

Ask-Listen-Encourage – Do you communicate with youth in a way that makes them feel supported and heard? This interactive workshop introduces various communication techniques that help you build more supportive, youth-centered relationships. You will learn how to ask more effective questions, to listen actively to youth, and offer youth encouragement rather than praise.

Building Community – Do you know what it takes to build an emotionally and physically safe space for youth? Building an emotionally safe community of peers and adults is essential for youth to learn and develop as individuals. This interactive workshop will introduce participants to a variety of activities designed to support the community building process.

Cooperative Learning – Do the youth in your program have opportunities to work together in groups, teaching and learning from each other? Cooperative learning is an excellent way to nurture youth leadership, build community, and keep things fun. This interactive workshop will equip participants with grouping strategies and ways to think about building cooperative learning into any program offering.

Homework Help – Homework Help is an essential component of many youth programs, but too often it's a time for youth to work quietly while the adults supervise. This interactive workshop introduces participants to the relationship ABC's (Ask and Listen, Be involved, and Connect) as well as the concept of “focus”. These elements help participants reconsider Homework Help as another opportunity to build relationships and nurture positive growth, beyond getting the work done.

Planning and Reflection – Are you engaging youth in the critical life skills of planning and reflection? Are you ready to be more intentional about including planning and reflection strategies into your daily routine and activities but not sure where to start? This interactive workshop will introduce participants to powerful and easy to use methods that promote youth engagement in planning, implementing, and evaluating activities and projects.

Reframing Conflict – What role do you play in conflict situations with the youth in your program? Do you know how to turn a conflict situation into an opportunity for growth? This interactive workshop introduces participants to the High/Scope step-by-step model for reframing conflict as well as general principles of conflict resolution.

Structure and Clear Limits – How do you prevent chaos in a youth environment without stifling youth's positive energy? Youth need structure and clear limits in order to feel safe. This interactive workshop helps participants analyze the level of structure in their programs and practice identifying and maintaining clear limits.

Youth Voice – Are you providing young people with authentic, meaningful choices throughout your program? Does your program reflect the input of the youth involved? Research shows that quality programs incorporate youth input at both activity and organizational levels. This workshop will emphasize the importance of offering real choices and meaningful participation to youth, and nurturing youth leadership. This interactive workshop is focused on providing meaningful choice within activities and opportunities for youth input within the youth program itself.

UW – United Way of Greater Richmond & Petersburg

MFYC – Mary and Frances Youth Center

