

Youth As Resources



Board Manual



Kenosha County YAR Board Manual



Welcome

Welcome to Youth As Resources. You have become a part of a growing movement that is recognizing young people for their tremendous potential to positively influence the world around them.

Youth As Resources (YAR) is a grant giving organization that helps youth groups in Kenosha County to plan and implement meaningful community service and service-learning projects. By involving youth in their communities, YAR not only empowers young people to be active and engaged citizens, but it strengthens the communities of Kenosha County.

By joining Youth As Resources, you are dedicating yourself to the goals and ideals of Youth As Resources.

This manual is intended to help you understand how YAR works and to provide valuable board member resources throughout the year. Congratulations and thank you for making this commitment to yourself and your community!

History of Youth As Resources

Youth As Resources began as a project of the National Crime Prevention Council in 1987 with funding from the Lily Endowment, Inc. Since 1987, Youth As Resources programs have formed all over the United States and even abroad.

In 2004, Kenosha County Youth As Resources was established as a partnership between the Kenosha County UW-Extension and the United Way of Kenosha County, in response to a 2002 Search Institute study citing that only 23% of youth perceived that “adults in the community value youth,” and only 26% felt that youth are “given useful roles in their community.”

Since that time, Kenosha County Youth As Resources has worked to combat these findings, and help youth feel that they can be valuable resources in their communities.

Overview

The YAR Board of Directors (herein after referred to as the YAR Board) is a group of youth and adults that meets regularly to sustain the Youth As Resources Program. The



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YAR board is responsible for everything ranging from fundraising and recruitment, to publicity, administration, outreach and much more.

Central to the YAR board's activities are awarding Youth-led Service Grants to youth groups in Kenosha County and encouraging board members to develop valuable leadership skills.

In order to ensure that there is a balance between encouraging mentorship and promoting strong youth voice, Youth As Resources maintains a board of directors that is made up of roughly 50% youth and 50% adults.

In addition, the typical YAR board should comprise no more than 32 YAR Board members:

- 16 youth (grades 7-12)
- 8 young adults (ages 18-25)
- 8 adults (ages 26 and over)

YAR Structure and Organization

To accomplish all of YAR's goals and responsibilities, YAR has created several committees and leadership positions to divide the workload and encourage group participation. There are four executive officers and four standing committees of the YAR Board.

The YAR Executive Board:

- Chairperson (youth)
- Co-Chair (adult)
- Secretary (youth)
- Historian (youth)
- Parliamentarian (Adult)

The YAR Board Committees are:

- Fundraising Committee
- Outreach Committee
- Program Committee
- Membership Development Committee



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YAR Board Officers

Executive Board officers have very specialized roles which ensure the successful operation of the YAR Board and all of its projects. Board officers are elected to one-year terms and may run for multiple terms. A board member wishing to run for a particular office should read over the responsibilities of that position and be prepared to explain why he/she would be a good person for that position.

Board Chairperson (Youth)

- ◆ Leads the board meetings
- ◆ Helps to prepare the meeting's agenda with the co-chair prior to the meeting
- ◆ Responsible for making sure that all members are actively participating
- ◆ May be called upon to represent the YAR board at various community events

Board Co-Chairperson (Adult)

- ◆ Assists the Board Chairperson
- ◆ Fulfills the duties of the Chairperson if they are absent
- ◆ May be called upon to represent the YAR Board at various community events

Secretary (Youth)

- ◆ Takes minutes which are submitted to the YAR coordinator before the next meeting
- ◆ Will take roll-call at the start of all meetings
- ◆ Secretary coordinates correspondence with the media
- ◆ Responsible for all voting and funding records

Historian (Youth)

- ◆ Keeps track of all printed publicity of the YAR Board
- ◆ Keeps the board scrapbook up-to-date
- ◆ Keeps quarterly updates on YAR's activities for the YAR website
- ◆ Serves as official photographer of the YAR organization

Parliamentarian (Adult)



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- ◆ Ensures Robert's Rules of Order are adhered to at all official meetings.
- ◆ Ensures Bi-laws of YAR are adhered to at all official meetings.

YAR Committees

Committees are the backbone of the Kenosha County YAR program. Listed below is a description of each committee.

Program Committee

The Program Committee is responsible for planning and coordinating special events (excluding fundraisers) that involve the entire YAR board. Examples include community service projects, celebrations, and award ceremonies.

Fundraising Committee

The Fundraising Committee is responsible for planning and coordinating fundraising events involving part or all of the YAR Board. The funding generated by the committee may be used for general operational, training, or granting expenses.

Outreach Committee

The Outreach Committee is responsible for promoting Youth As Resources' events and programming throughout Kenosha County. In particular, the Outreach Committee focuses on promoting Youth-led Service Grants and the YAR Board's service projects.

Membership Development Committee

The Membership Development Committee helps to keep up board morale throughout the year by planning social gatherings and leading teambuilding activities. In addition, the membership development committee will occasionally lead leadership activities. At the end of the year, the Membership Development Committee assists with YAR board recruitment.