



Title: North Idaho Regional Outreach Coordinator

Sponsoring Organization: Jannus, Inc. (formerly Mountain States Group)

Project Name: Idaho Afterschool Network

Project Period: 07/15/2017 – 07/14/2018

(Pre-service orientation will be in Los Angeles 7/11 – 7/14)

Site: University of Idaho North Idaho District Office * Coeur d' Alene, Idaho

- 1) **Objective of the Assignment: Outreach and Surveying-** Assess the current state of out-of-school programs available for youth (K – 12) and promote the partnerships, resources and training available for program providers and communities to help enrich or expand out-of-school programs.

Member Activities:

- Survey and map out the current out-of-school activities available in your assigned area (includes travel and attending sites). At the end of service, compile a report on how to revise or improve the survey based on experience in the field.
- Survey community partners who have services to offer out-of-school program
- Insert survey information into an interactive directory. Update and develop tutorials on how to enter and maintain the information.
- Share and research for resources and training opportunities with program providers (VISTA may organize and/or lead trainings for providers when applicable).
- Participate in developing a statewide and regional training schedule. Help create and sustain a system for sharing resources and training online, including a new online professional development calendar.
- Help create and execute a plan for the annual Out-of-School Summit, which is a networking and training opportunity for providers and Network partners held in the fall.

- 2) **Objective of the Assignment: Communication** -Build the awareness of and support for out-of-school programming within Idaho's communities and across the state.

Member Activities:

- Help execute the Master Communication Plan (includes drafting press releases, newsletters, social media posts, press relationship building, researching and writing issue papers and capturing and telling the stories of youth and families positively affected by out-of-school programming)
- Help write the regional plan and execute Idaho's participation in the national fall-time event, *Lights On Afterschool Day*
- Attend and build a list of ongoing community events in your region

- Help craft and distribute marketing materials for community events and professional development opportunities region or statewide. Develop a calendar of community and professional development events for the region.
- Help develop and execute the marketing & maintenance of the interactive directory.
- Help maintain and develop partnerships with other community and youth-based organizations or agencies. Maintain a “relationship log” that lists contacts, contact info result of meeting/interact and potential next follow up.
- Organize and promote local ‘roundtables’ of community stakeholders to discuss serving youth during out-of-school time.
- Create and execute a plan to begin the IAN’s “Network Ambassadors Program” These “ambassadors” will help be a spokesperson for the benefits of out-of-school programming throughout the state.