



Developing Youth & Adult Leaders to Strengthen Communities



4-H Teen Corps

Developing Youth and Adult Leaders to Strengthen Communities

Getting Started.....	i
Lesson 1: What is Teen Corps?.....	7
You as a Facilitator.....	21
Youth-Adult Partnerships.....	33
Resumé Writing.....	47
Interviewing.....	61
Entrepreneurship.....	77
Types of Businesses.....	95
Service-Learning.....	105
Community Mapping.....	119
Gardening.....	135
The 4R’s: Reduce, Reuse, Recycle, Recover.....	151

Getting Started





Introduction

Teen Corps began as a citywide collaborative between 4-H members and adult leaders, agencies, and community stakeholders who partner to strengthen communities and increase leadership opportunities for youth from 12 to 18 years old.

When youth and adults work together, young people become more educated, independent, and responsible. This prepares young people to take their rightful place as caring, competent citizens and leaders in their community and the world.

Teen Corps was developed to meet a need in youth development programming in Baltimore, Maryland. Local demographic data, the Baltimore City Comprehensive Master Plan, and feedback from youth, adults, and community partners contributed to the development of the Teen Corps program. Over the past 16 years, Teen Corps has become an increasingly successful youth development platform, reaching, engaging, and empowering over 200 youth and adults who participated in Teen Corps for an average of three or more years. We believe that the success of Teen Corps in Baltimore can be replicated in other communities around Maryland, across the country, and around the world. In order to share the lesson plans developed for the Teen Corps program, we have created this curriculum resource.

Through a series of lesson plans, complete with visual aids, worksheets, handouts, and evaluations, you can use this curriculum to implement a Teen Corps program in your community. Teen Corps can be presented with modest resources, and you will be able to utilize resources specific to your program or community to further enrich the program. The curriculum is applicable to young people regardless of location, background, or previous 4-H experience. We believe Teen Corps is a truly universal program.

In the following pages, you will experience lessons built on research-based scholarship by youth development professionals, as well as lessons learned and practices developed over the history of the Teen Corps program in Baltimore. We hope our experiences will aid you in creating a meaningful and effective program that will develop youth to their fullest potential for the benefit of your community, our country, and our world.

Manami Brown, M.Ed.

Teen Corps Author

Extension Director, Baltimore City
University of Maryland Extension
4-H Youth Development Educator



GETTING STARTED

Curriculum Guide

Teen Corps is suitable for any group of youth, aged 12 - 18, and adults who are willing to work together to strengthen community and develop leadership opportunities. The Teen Corps experience is largely defined by the needs and interests of the community. An existing group (such as a 4-H club, youth group, or neighborhood organization) would be a suitable audience for the program, or a facilitator may choose to form a new group of interested individuals.

The Teen Corps curriculum includes the following focus areas and lesson plans:

Youth and Community Development Focus:

- What is Teen Corps?
- You as a Facilitator
- Youth-Adult Partnerships
- Service-Learning
- Community Mapping

Workforce Readiness Focus:

- Resumé Writing
- Interviewing
- Types of Businesses
- Entrepreneurship

Environmental Science Focus:

- Gardening
- The 4 R's

In order to create a comprehensive youth development experience, the creators of Teen Corps suggest that lessons be presented in the following sequence:

- *Teen Corps Getting Started - read prior to presenting any lessons*
- What is Teen Corps?
- You as a Facilitator
- Youth-Adult Partnerships
- Resumé Writing
- Interviewing
- Entrepreneurship
- Types of Businesses
- Service-Learning
- Community Mapping
- Gardening
- The 4 R's



To address each core component of Teen Corps, it is suggested that you do not skip any lessons. Each lesson includes a plan with suggested wording, activities, visual aids (PowerPoint presentations), worksheets or handouts, and a lesson evaluation.

Each lesson plan includes objectives, an estimated time for the lesson, a list of required materials, and notes to the facilitator to aid in preparation for the lesson. Facilitators should carefully read the facilitator notes before the lesson, as many lessons require research and planning before the lesson is presented.

A list of resources is included with each lesson. Some resources are cited in the lessons, and others are available for reference or enrichment of lesson concepts. Most resources are available on the Internet, and links have been included to encourage further exploration.



Utilizing the Lessons

Each lesson includes the following visual cues to aid in presentation:



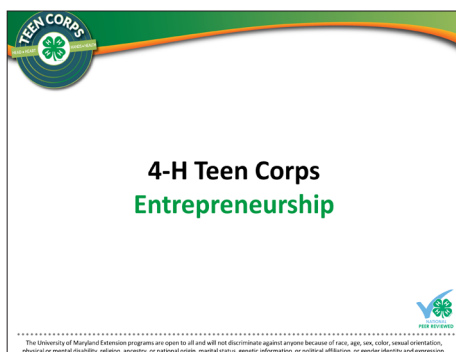
This cue indicates the suggested script - the outline of the lesson plan that you will be delivering to participants.



This cue indicates an action to be taken by the facilitator - such as dividing participants into groups or handing out a worksheet.

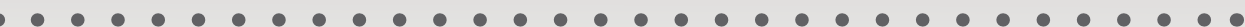


This cue suggests important concepts to consider as you enrich the written lesson plan with information specific to your community or Teen Corps program.



The slides from each PowerPoint presentation are included in the lesson plan to assist you in displaying the appropriate slide for each section of the lesson.

While the PowerPoint slides are not necessary to present any lesson, we encourage you to use the slides or another method of your choice to assist visual learners in engaging with the material. Dry-erase boards, chart paper, posters, handouts, or other visual aids may be used in support of Teen Corps lessons.





GETTING STARTED

CONTRIBUTORS:

Manami Brown, M. Ed.

Teen Corps youth and adult members, 1998 - present

SPECIAL THANKS:

To all of the youth and adults members who participated in the Teen Corps Leadership Program over the years, and who in turn helped build social capital through intentional citywide community initiatives and projects.

GRAPHIC DESIGN/EDITING:

Melissa Simulcik Graphic Design

LESSON 1: What is Teen Corps?



WHAT IS TEEN CORPS?



OBJECTIVES

- Participants will be able to describe the Teen Corps program.
- Participants will be able to explain their role in Teen Corps.
- Participants will identify three goals for their participation in Teen Corps.

TIME

50 – 60 minutes

MATERIALS

- Chart paper
- Colored markers
- Writing paper
- Masking tape
- Index cards
- Adhesive notes
- Sticky wall*
- Construction paper
- Newsprint
- Toilet paper
- Copies of *Teen Corps Planning Worksheet* - 1 per group

FACILITATOR NOTES

In this session, you will be introducing the Teen Corps concept and helping participants envision themselves as part of a Teen Corps program. The primary intent of the *What is Teen Corps* lesson is to bring the members together to learn the purpose of Teen Corps, its components, and skill development. This lesson includes key concepts that are essential to 4-H Youth Development and Teen Corps. While the script is available to help you, it is recommended that you adapt this presentation as needed to best suit the needs of your audience. You may find it helpful to include additional information specific to your audience or community.

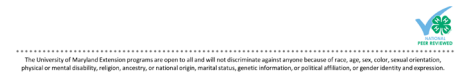
**A guide for building and using a sticky wall is included in resource section. A sticky wall may be used for any activity in which participants record and share ideas. Simply alter the lesson plan to include recording ideas on index cards, and sharing ideas by displaying them on the sticky wall.*



WHAT IS TEEN CORPS?



4-H Teen Corps What is Teen Corps?



Introduction

The 4-H Teen Corps Leadership Program is a citywide collaborative between 4-H youth and adult leaders, who partner to strengthen communities, and increase leadership opportunities for youth ages 12-18. Teen Corps is a youth development program that helps youth reach their full potential.

A core element of the program is a monthly meeting that brings youth and adult representatives of 4-H clubs to one location that offers them opportunities to receive leadership training. Teen Corps members develop activities and projects that focus on service-learning, entrepreneurship/workforce readiness, and environmental science. There are three main objectives of Teen Corps.

- Learn skills together
- Help others learn and develop
- Create sustainable projects and activities

- Learn skills together as a Teen Corps youth/adult leader. Examples of such skills are leadership development, public speaking/communications, facilitation, community mapping, event planning, and training in entrepreneurship/workforce readiness, service-learning, and environmental science.
- Take the skills we learn back to our 4-H clubs and communities and help others learn and develop those same skills.
- After the youth/adult at your club sites learns the skills, Teen Corps members help them create projects and activities that are **sustainable** (continue over time).

WHAT IS TEEN CORPS?



Some examples of Teen Corps projects including starting **entrepreneurial ventures** (businesses) in your community, or establishing a recycling program at your school.

remember
this

Sharing a personal story about a successful Teen Corps project helps your audience understand what Teen Corps members can do, and how they can have a positive impact on their community. You can use photos, PowerPoint slides, or a short video to demonstrate the success of your Teen Corps programs.

Teen Corps Achievements

say this

Some past Teen Corps accomplishments include:

- Establishing community and beautification garden projects.
- Starting individual and group businesses in several communities.
- Implementing feed-the-hungry projects.
- Co-facilitating community-wide master plan meetings to promote community building.
- Youth and adults participated in study circle facilitation training.
- Youth and adults partnered to facilitate study circles on race relations and community improvement at a statewide 4-H leadership conference.

Components of Teen Corps



The Teen Corps program is designed to have three main components that open the door for youth to achieve the accomplishments we have just shared. These components are:

Service-learning: the process of learning different skills while completing community service and working to improve community life.

Ask participants to call out some examples of service-learning projects. Possible answers could include: volunteering at a community event, organizing a neighborhood clean-up project, or working with an existing charity or non-profit organization that supports your community.

do this



WHAT IS TEEN CORPS?

say this

Entrepreneurship/Workforce Readiness: Entrepreneurship is the process of developing your interests and talents into profit-making activities (a business or service). Workforce readiness describes any activity that helps prepare an individual to be a part of the workforce – to prepare for, find, and perform a job.

do this

Ask participants to call out some examples of entrepreneurship or small business projects. Possible answers could include: Entrepreneurship - learning about small businesses in your community, developing a business plan, or networking with entrepreneurs in your area. Workforce readiness – practicing interviews, attending a job fair, or visiting major employers in the area to learn about the hiring process.

say this

Environmental science: the process of learning skills in the area of science that addresses how people interact with the environment, including plant science (horticulture or gardening.) The skills learned in environmental science projects can be used to help improve the health of our communities and the people in our neighborhoods.

do this

Ask participants to call out some examples of environmental science. Possible answers include: community gardens, recycling, water conservation, or clean energy.

say this

4-H programs are often ‘self-determined’ – meaning your Teen Corps group can discuss and decide which component you would like to focus on each year. There are several points to consider when choosing a component:

- What type of project, activity, or event is most needed in your community? What area are most group members interested in?
- Are there any special opportunities in your community that would be a good fit for a Teen Corps project?
- Do you have any contacts that could help you learn about and develop a specific project, activity, or event?

Each month, Teen Corps members will take part in a training lesson that will help you develop leadership skills, youth-adult partnerships, teamwork skills, communication/public speaking abilities, and group facilitation skills. Each training session will focus on using your new skills to become a better leader, since leadership development is the focus of the Teen Corps program.

Leadership development is the process of developing individual skills and capabilities into leadership qualities, and it is an important part of Teen Corps and the 4-H Program.

WHAT IS TEEN CORPS?



TEEN CORPS

Brainstorming

- Form small groups (3-5 people)
- Choose a group reporter
- Record your ideas to share
 - Use the *Teen Corps Planning Worksheet*

The University of Maryland Extension programs are open to all and will not discriminate against anyone because of race, age, sex, color, sexual orientation, physical or mental disability, religion, ancestry, or national origin, marital status, genetic information, or political affiliation, or gender identity and expression.



Ask participants to divide into small groups of 3-5 people. Direct each group to find a space to gather and work on the activity, apart from the other groups. Provide markers and newsprint or chart paper to each group. Ask each group to choose one person to write notes from the activity and one person to report back to the large group after the activity.



The brainstorming activity is a way of understanding the groups' initial assessment of need(s) in their communities. Youth and adults who are part of various communities may initially think that their identification of need(s) and potential activities to address them will be different. But when each group reports back to the large group, they may be surprised at the common themes that emerge. This process is one form of needs assessment, but it is also a way to help participants understand that issues can be the same or similar from community to community. They may also learn that there are more similarities about them as individuals and their communities than they may have originally thought. Therefore, the brainstorming process is meant to move quickly, as detailed plans for projects and activities can be decided at a later time.

TEEN CORPS

Brainstorming

- Choose a Teen Corps component to be your focus
 - *Service-Learning*
 - *Entrepreneurship & Workforce Readiness*
 - *Environmental Science*

The University of Maryland Extension programs are open to all and will not discriminate against anyone because of race, age, sex, color, sexual orientation, physical or mental disability, religion, ancestry, or national origin, marital status, genetic information, or political affiliation, or gender identity and expression.



For this activity, your small group will need to brainstorm about the future of your Teen Corps program. First, decide what core component (Service-Learning, Entrepreneurship/ Workforce Readiness, or Environmental Science) your group will focus on this year.