



## 2017-2018 DQUAC Professional Development Series: At-a-Glance

Sessions are categorized by topic: Networking, Youth Development, Operations for Organizations, Personal Development, and Continuous Learning.

### Networking

- **DQUAC Connects: Getting Your Ducks in a Row**
- **DQUAC Connects: Keys to a Successful Summer**

### Youth Development

- **Askable Adults**
- **Quality 101**
- **Building a Great Lesson Plan**
- **Classroom Management: Expectations and Encouraging Good Behavior**
- **Quality 201: Continuous Quality Improvement Basics**
- **Trauma and the Brain: Understanding and Intervening with Children and Youth from a Trauma-Informed Perspective**
- **Youth Mental Health First Aid**
- **Supporting Students with Disabilities or High Needs**
- **Trauma-Informed Practices Training**
- **Authentic Youth Voice: Adults and Youth In Partnership**
- **Movement with the Brain in Mind**
- **Operationalizing Positive Youth Development**
- **Facilitating Games & Activities for Social, Emotional and Academic Learning**
- **Youth Mental Health First Aid**
- **Personal Success Factors**

### Operations for Organizations

- **Get your Name Out There! Setting up your Profile in CPS and Tips for Partnering with DPS**
- **Best Practices for Accessing CPS Data: Moving Towards Evaluation and Impact**
- **Exposing the Mystery of Social Media Success**
- **Understanding and Analyzing School Day Data: Diving into CPS Data Points**
- **Logic Models and Project Management**
- **Telling your Story with Data: The One-Two Punch**
- **Your GPS for Driving with Data**
- **Marketing with Facebook and AdWords**
- **HR 101**
- **Removing Bias to Attract, Hire, and Retain the Best Candidates**
- **Building Capacity Through Effective Outreach and Relationship Building**
- **Creating a Strategic Annual Fundraising Plan**

## Personal Development

- Answering Tough Questions
- SELF-CARE for YOUth Advocates (Part 1)
- Leaders on the Rise
- I'm not a Racist, am I?
- Generation Celebration: Strengths We Bring to the Workplace
- Fun and Games with a Purpose - Building Team Within Your Group
- SELF-CARE for YOUth Advocates (Part 2)
- First Me, Then You...Having Crucial Conversations
- Foundational Bias

## Continuous Learning

- Social Justice and Empathy in Youth Programming
- Marijuana 101
- New Graduation Requirements and Competency Based Learning
- Culturally Responsive Out of School Time Programming
- Curriculum Development: Intentionally Including the Arts
- Talking to Families About Marijuana

**NOTE: Each session is categorized based on topic, and has been assigned a YPQI symbol (where applicable) and level of professional development. A key to decipher these symbols can be found at the bottom of each page.**

### Key

These four symbols indicate sessions that support elements of the Youth Program Quality Intervention (YPQI):



Safe Environment



Supportive Environment



Peer Interaction



Youth Engagement

Level of professional development (1-3 ducks). All sessions are open to everyone. Contact [dpsdquac@gmail.com](mailto:dpsdquac@gmail.com) for details on session content.



(1) Beginner



(2) Intermediate



(3) Advanced

## 2017-2018 DQUAC Professional Development Series

### Networking

#### **DQUAC Connects: Getting Your Ducks in a Row**



**Facilitators:** DQUAC Leadership Team

**Date:** Friday, September 15, 2017

**Time:** 9:30 a.m. - 12:30 p.m.

**Location:** Mile High United Way (711 Park Ave. West, Denver, CO, 80205)

**Description:** Join DQUAC as we kick off the school year with an event that's all about linking resources, setting up your staff for success, and launching the robust DQUAC Professional Development Series for 2017-2018. This training will include facilitated breakout sessions for site staff, managers, and content specific (enrichment) providers to network and plan professional development for the year. Additionally, the session will feature a keynote presentation by Sarah Krivel, *Clutter and Squirrels: Managing Distraction in the Modern Age*, which will delve into strategies for managing mental and digital distractions. Feel free to bring materials describing your program including brochures and business cards to share with other attendees.

#### **Takeaways:**

- Connections to others in the field.
- Tips for managing your workload in the face of distractions.
- Information about PD opportunities for your organization.

**Recommended for:** Content-specific providers, comprehensive site managers, site staff and anyone in the youth development field looking to be more connected.

[\[Register Here\]](#) 9/15]

#### **DQUAC Connects: Keys to a Successful Summer**



**Facilitators:** DQUAC Leadership Team

**Date/Time/Location:** TBD (January/February 2018)

**Description:** We all know how important it is to plan summer all year long! Attendees will walk away with tangible tools and goals for their summer program as well as have the opportunity to network.

#### **Takeaways:**

- Engage with others in the field to brainstorm ways to counter-act the typical challenges of summer programming.
- Connections to partners, providers and others in the field.

**Recommended for:** Content-specific providers, comprehensive site managers, site staff and anyone in the youth development field looking to be more connected.

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(2) Intermediate



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## Youth Development

### Askable Adults



**Facilitator:** Lorin Scott-Okerblom, School Health Specialist, Colorado Department of Public Health and Environment

**Date:** Tuesday, September 12, 2017

**Time:** 1:00 - 3:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** This interactive presentation is a guide on having better and lasting conversations with young people. The workshop explores the reality of youth health outcomes, what's happening during youth development, and builds skills as an askable adult in a fun and informative way.

**Takeaways:**

- Increase your knowledge about youth health in Colorado.
- Increase your knowledge about youth development.
- Increase your confidence to talk to youth about health.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 9/12]

### Quality 101



**Facilitators:** John Lewis, Data and Quality Manager, Denver Public Schools; and Tim Hoisington, Afterschool and Summer Quality Coach, Denver Public Schools

**Date:** Wednesday, September 20, 2017; Thursday, March 8, 2018

**Time:** 10:00 a.m. - 12:00 p.m. (both dates)

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** A Denver Afterschool Alliance workshop designed to be an introduction to quality in afterschool programs and to explore ways that your site and/or organization can engage in deeper continuous quality improvement work.

**Takeaways:**

- Learn the history of Denver's quality work and the current Denver landscape.
- Engage with the Denver Afterschool Alliance's Pillars of Quality and discover how they connect to your program(s).
- Explore a variety of quality measures that may be useful to your organization.

**Recommended for:** Site leads, managers and organization representatives interested in connecting to the Denver Afterschool Alliance and understanding the quality work in which it is engaged.

[\[Register Here\]](#) 9/20] [\[Register Here\]](#) 3/8]

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(1) Beginner



(2) Intermediate



(3) Advanced



### Building a Great Lesson Plan

**Facilitator:** Tara Bardeen, Professional Curriculum Writer and Educator

**Date:** Tuesday, September 26, 2017

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** Great educational experiences for students begin with solid lesson plans. This session will take participants through the entire process of creating a lesson plan, including: finding inspiration; selecting a format that's right for your program; identifying learning objectives; structuring class sessions to encourage active engagement, skill-building, collaboration and reflection; and incorporating resources from the community.

**Takeaways:**

- Strategies for creating lesson plans that promote key program quality targets.
- A variety of lesson plan structures and formats that can be customized to suit program site needs.
- Resources to reference when building curriculum.

**Recommended for:** Comprehensive providers, content-specific providers, site/direct service staff, managers/multi-site managers, development staff, and new to youth development.

[\[Register Here\]](#) 9/26]

### Classroom Management: Expectations and Encouraging Good Behavior



**Facilitator:** Tim Hoisington, Afterschool and Summer Quality Coach, Denver Public Schools

**Date:** Monday, October 2, 2017

**Time:** 9:30 - 11:00 a.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** This session will benefit program leaders who would like to start the year clearly communicating behavioral expectations for their classrooms. During the session participants will work together to develop clear and concise classroom expectations using a set of criteria. (30 person capacity)

**Takeaways:**

- Develop 3-5 expectations that encourage a positive classroom climate.
- Develop 3-5 steps for students that don't follow expectations that follow a logical sequence.

**Recommended for:** Comprehensive providers, content-specific providers, and new to youth development.

[\[Register Here\]](#) 10/2]

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**Quality 201: Continuous Quality Improvement Basics**

**Facilitator:** John Lewis, Data and Quality Manager, Denver Public Schools

**Date:** Thursday, October 26, 2017; Thursday, January 18, 2018

**Time:** 10:00 a.m. - 12:00 p.m. (both dates)

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Join the Denver Afterschool Alliance to discover how participants of the DAA's Systems Building work utilize the Weikart Center's Youth Program Quality Intervention to impact the quality of their programs. Attendees will have the opportunity to learn key components of the program intervention process and have the opportunity to explore the Youth Program Quality Assessment.

**Takeaways:**

- Understand the continuous quality improvement process that is used by DAA participants.
- Explore and grow personal knowledge of the Youth Program Quality Intervention process and the Youth Program Quality Assessment.

**Recommended for:** Youth developers who want to dive deeper into the world of program quality, are curious about using the Program Quality Assessment at their site/organization, or are current participants of the DAA that are new to their role (e.g., newly hired site leads or managers).

[\[Register Here 10/26\]](#) [\[Register Here 1/18\]](#)

**Trauma and the Brain: Understanding and Intervening with Children and Youth from a Trauma-Informed Perspective**



**Facilitators:** Elizabeth Lent, Intensive Home Therapist, and Caitlin Arce, Lead Clinician, Denver Children's Home

**Date:** Thursday, October 26, 2017

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** Traumatized children and youth often perceive the world as unsafe, creating emotional, relational, and behavioral challenges. This workshop provides an overview of how trauma alters healthy brain development and makes children susceptible to life-long consequences. Presenters will provide tools and strategies to help facilitate successful interactions with children and youth who have experienced trauma.

**Takeaways:**

- Increased understanding of trauma's impact on a child's developing brain.
- Developmentally appropriate interventions within community-based settings.
- Tips for relationship-building with traumatized children and youth.

**Recommended for:** Comprehensive providers, content-specific providers, new to youth development, and any/all in youth development.

[\[Register Here 10/26\]](#)

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### Youth Mental Health First Aid



**Facilitator:** Candice Bailey, CSU Extension Program; and Donna Cash, Director of Social/Emotional Learning, Denver Public Schools

**Date:** Friday, November 10, 2017

**Time:** 8:45 a.m. - 5:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Youth Mental Health First Aid USA is an eight-hour public education program which introduces participants to the unique risk factors and warning signs of mental health problems in adolescents, emphasizes the importance of early intervention, and teaches individuals how to help an adolescent in crisis or experiencing a mental health challenge. (30 person capacity)

**Takeaways:**

- Participants will receive a manual, local & national resources as well as an action plan to follow when reaching out to a young person who may be struggling with a mental health issue.
- Participants will gain knowledge about mental health issues that will inform policy and procedure.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 11/10]

### Supporting Students with Disabilities or High Needs



**Facilitator:** Dana Choquette, PACE Program Manager, Boys and Girls Club of Metro Denver

**Date:** Tuesday, November 14, 2017

**Time:** 12:00 - 2:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** This session will address best practices for supporting young students on the Autism Spectrum or with other learning disabilities. Whether you are a teacher or school administrator; or you support students in another capacity, this session will provide information about disabilities, accommodations, and empowering students.

**Takeaways:**

- Best practices for supporting youth with learning disabilities.
- Understanding disabilities, making accommodations, empowering youth with disabilities and their families.

**Recommended for:** Comprehensive providers, site/direct service staff, managers/multi-site managers, development staff, and new to youth development.

[\[Register Here\]](#) 11/14]

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### Trauma-Informed Practices Training



**Facilitator:** Nachshon Zohari, LCSW, Program Manager, Denver Office of Behavioral Health Strategies

**Date:** Monday, November 20, 2017

**Time:** 9:00 a.m. - 1:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** This training explains how one's trauma history can impact current behaviors and how organizations and communities can best create environments that maximize a sense of safety and minimize trauma triggers. Through this session, participants will learn how to define trauma and describe how it differs from everyday stress, view people's behaviors through a trauma lens, and better understand the role of resilience in buffering the effects of traumatic events. Participants will also learn ways to help people experiencing traumatic stress reactions.

**Takeaways:**

- Describe 2-3 survival coping strategies people with trauma may use and name alternative ways to cope.
- Describe how adverse childhood experiences impact adult health.
- Learn about vicarious trauma.
- Identify the impact of stress on their bodies and minds and describe the importance of self-care.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 11/20]

### Authentic Youth Voice: Adults and Youth In Partnership



**Facilitator:** Joey Pace, Youth Success Director, City and County of Denver Office of Children's Affairs

**Date:** Friday, January 19, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** An interactive and hands-on session where participants will learn how best to partner with youth, which in the end will assure there is authentic youth voice in their program.

**Takeaways:**

- Learn how to gauge the quality of authentic youth voice in a program.
- Step-by-step strategy for how best to partner with youth.
- What "barriers" can one expect when partnering with youth and how best to overcome them.

**Recommended for:** Comprehensive providers, content-specific providers, site/direct service staff, managers/multi-site managers, executive level staff, and new to youth development.

[\[Register Here\]](#) 1/19]

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### Movement with the Brain in Mind



**Facilitator:** Rose Barcklow, Physical Activity Coordinator, Denver Public Schools

**Date:** Tuesday, January 23, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** An experiential workshop to learn how to use physical activity and movement to help with social/emotional skills and academic success. There continues to be mounting evidence that when young people get 60 minutes of movement a day, they are more confident, have an improved sense of belonging and are better problem solvers both academically and socially. This workshop will provide you with practical skills on how to engage young people in purposeful movement and mindfulness activities so that students feel energized and connected to programming.

**Takeaways:**

- Practical skills to engage students in movement for learning.
- How to use physical activity to benefit social/emotional learning.

**Recommended for:** Site/direct service staff, managers/multi-site managers, and any/all in youth development.

[\[Register Here\]](#) 1/23]

### Operationalizing Positive Youth Development



**Facilitator:** Audra Bishop, Youth and Young Adult Section Manager, CDPHE

**Date:** Tuesday, March 6, 2018

**Time:** 10:00 a.m. - 1:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Adolescence is a time of great change and opportunity. The physical, social, and psychological changes young people undergo during the ages of 9-25 can not only impact their behavior and how they interact with the world, but can also impact how the adults around them respond to this transformation. An evidence-based public health strategy, positive youth development is an approach that guides communities and organizations in the way that they organize services, opportunities and supports. In practice, this approach incorporates the development of skills, opportunities and authentic relationships into programs, practices and policies, so that young people reach their full potential. (35 person capacity)

**Takeaways:**

- A stronger understanding of adolescence from a developmental perspective.
- Shared language and tools to drive the operationalizing of Colorado's positive youth development approach, enhancing participants' current and future work.

**Recommended for:** Comprehensive providers, content-specific providers, site/direct service staff, managers/multi-site managers, executive level staff, and any/all in youth development.

[\[Register Here\]](#) 3/6]

**Key**

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Level of professional development (1-3 ducks). All sessions are open to everyone. Contact [dpsdquac@gmail.com](mailto:dpsdquac@gmail.com) for details on session content.



### Facilitating Games & Activities for Social, Emotional and Academic Learning



**Facilitator:** Kristen Pozzoboni, DELCS Senior Manager, DPS, and Core Staff, Denver Afterschool Alliance

**Date:** Friday, March 16, 2018

**Time:** 9:30 a.m. - 12:30 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** This interactive workshop will introduce strategies and techniques for facilitating activities that support the development of social, emotional, and academic skills and competencies. Active participation and inquiry are essential to the success of this session—come prepared to play, while we explore how to design and lead opportunities for practicing SEAL. (25 person capacity)

**Takeaways:**

- Overview of the experiential learning cycle.
- Strategies for the intentional design of games and cooperative activities.
- SEAL relevant experiential games and activities for school-age children and youth.

**Recommended for:** Program staff in out-of-school time settings who are interested in learning or strengthening their ability to design and facilitate SEAL activities.

[\[Register Here\]](#) 3/16]

### Youth Mental Health First Aid



**Facilitators:** Nikki Murillo, Educational Counselor; and Audrey Reyes, Volunteer Mentor Coordinator, Denver Kids, Inc.

**Date:** Thursday, April 19, 2018

**Time:** 8:00 a.m. - 5:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Youth Mental Health First Aid Training is a great resource for anyone who works with youth as it allows a person to learn specific skills and processes that are important when working through a mental health crisis. Training on tools and resources for recognizing, supporting and getting help for youth experiencing mental health challenges. Learn about mental health first aid and how to recognize different mental health challenges, learn how to use a 5-step model for helping a youth in crisis, and learn about what supports the youth and first aider have for getting help. (25 person capacity)

**Takeaways:**

- Learn preventative tools to strengthen your students' resources for mental health challenges.
- Recognize signs/symptoms of mental health challenges such as stress, anxiety, depression, and suicide.
- Learn a step-by-step process for how to work through challenging situations with students.

**Recommended for:** Comprehensive providers, content-specific providers, site/direct-service staff, managers/multi-site managers, new to youth development, and any/all in youth development.

[\[Register Here\]](#) 4/19]

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## Personal Success Factors



**Facilitators:** Kendra Nicolai, Site Director at Godsman, Boys and Girls Club of Metro Denver; and Kim Price, OSEL Manager, Denver Public Schools

**Date:** Thursday, April 26, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** Dig into your strengths. We will be learning about how to use your strengths to embed character into your program, routines, and every day activities by naming, modeling, teaching the personal success factors. By building an understanding of Grit, Gratitude, Curiosity, Zest, Optimism, Self-Control, and Social Intelligence, we can ensure success in school, and success in life.

### Takeaways:

- Develop an understanding of one of the DPS Whole Child Supports programs.
- Reflect on your own personal success factors and the role they play in your life and set a goal in order to grow your own strengths.
- Brainstorm ideas about to build on the work you are currently doing to support the whole child.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 4/26]

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(1) Beginner



(2) Intermediate



(3) Advanced

## Operations for Organizations

### Get your Name Out There! Setting up your Profile in CPS and Tips for Partnering with DPS

**Facilitator:** Carol Schneider, Community Partnership Program Manager, Denver Public Schools

**Date:** Wednesday, September 13, 2017; Thursday, January 25, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Are you new to working with DPS? Want to learn some tips and resources for partnering with DPS? This training is for you! During this 2 hour training we will review the Community Partnership System (CPS), an online database for school staff and marketing system for partners. (35 person capacity)

**Takeaways:**

- Learn how to best partner with Denver Public Schools.
- How to create and complete your CPS profile to market your organization and programs.
- How to use CPS to learn more about schools and communities.

**Recommended for:** Organizations new to partnering with DPS. Organizations/staff who want to learn more about marketing their programs in DPS.

[\[Register Here 9/13\]](#) [\[Register Here 1/25\]](#)

### Best Practices for Accessing CPS Data: Moving Towards Evaluation and Impact

**Facilitator:** Carol Schneider, Community Partnership Program Manager, Denver Public Schools

**Date:** Friday, September 29, 2017; Thursday, February 22, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Are you collecting enough data on your programs and their impact? Community Partners who have a Partnership and Data Sharing Agreement and a CPS profile have the ability to get school day data. Participants will learn how to access data in the system and best practices for creating your student rosters. (35 person capacity)

**Takeaways:**

- How to create a student roster in CPS.
- How to download data from the system.
- A better understanding of the importance of out of school time programming.

**Recommended for:** Organizations with a DPS Partnership and Data Sharing Agreement. Organizations and staff new to data and the CPS system.

[\[Register Here 9/29\]](#) [\[Register Here 2/22\]](#)

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(2) Intermediate



(3) Advanced

### Exposing the Mystery of Social Media Success

**Facilitator:** Emily Davis, President, Emily Davis Consulting

**Date:** Tuesday, October 10, 2017

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Marketing strategy has now become a multichannel game. In addition to traditional print and electronic outreach, social media is a platform with ever new and evolving tools. Digital media strategy leverages the possibility for interactive and meaningful exchanges with current and prospective target audiences. Learn the essential and foundational strategies for using any social media platform to meet your marketing goals.

**Takeaways:**

- Learn about social media lifecycle stages that will help you begin implementing social media marketing effectively.
- Understand the value of policies and practices across social media platforms.
- Explore pitfalls to avoid in engaging your audiences.

**Recommended for:** Any/all in youth development.

[\[Register Here 10/10\]](#)

### Understanding and Analyzing School Day Data: Diving into CPS Data Points

**Facilitator:** Carol Schneider, Community Partnership Program Manager, Denver Public Schools

**Date:** Wednesday, November 1, 2017; Wednesday, April 11, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Did our program cause that increase in a student's skills? What does it mean to have "At Risk" attendance? We have all asked ourselves these questions! Come learn how DPS measures a variety of data points that are available to your organization in CPS. (35 person capacity)

**Takeaways:**

- Learn about the different levels of data and data points available in CPS.
- How DPS measures data points including attendance, tardies and behaviors.
- Determine what data matters to your organization.

**Recommended for:** Staff who will be utilizing CPS, including grant writers, youth developers, and site managers.

[\[Register Here 11/1\]](#) [\[Register Here 4/11\]](#)

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### Logic Models and Project Management

**Facilitator:** Amanda Wallander Roberts, Founder/Consultant, Amanda Wallander Roberts Consulting

**Date:** Thursday, November 2, 2017

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Workshop participants will learn how to develop, refine, and implement logic models for program planning and evaluation, as well as best practices for project management. Participants will walk away with planning, management, and evaluation tools to utilize in their work.

**Takeaways:**

- Knowledge and tools for developing and utilizing logic models.
- Best practices for effective project management.

**Recommended for:** Any/all in youth development.

[\[Register Here 11/2\]](#)

### Telling your Story with Data: The One-Two Punch

**Facilitator:** Carol Schneider, Community Partnership Program Manager, Denver Public Schools

**Date:** Wednesday, November 29, 2017; Thursday, May 3, 2018

**Time:** 10:00 a.m. - 12:30 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Your organization does such great work in your programs! Are you currently sharing your impact and story in a meaningful way? In this session, learn organizational storytelling best practices and engage with other partners to understand how they tell their stories. (35 person capacity)

**Takeaways:**

- Different ways to tell your organization's story.
- The one-two punch of story telling.
- Ways to store and share your data.

**Recommended for:** Those who will be telling organizations' stories or reporting on programs and data. Great for development staff and site managers.

[\[Register Here 11/29\]](#) [\[Register Here 5/3\]](#)

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### Your GPS for Driving with Data

**Facilitator:** Daniel Read, Senior Research Analyst, Denver Public Schools

**Date:** Tuesday, December 5, 2017

**Time:** 10:00 - 11:30 a.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** Many content-specific providers (CSPs) have concluded that though their journey with youth is a short one, they still need information to show their impact and drive their improvement efforts. If this describes you, come to this session where we will explore a tool that will provide data on a broad set of environmental indicators. (20 person capacity)

**Takeaways:**

- Technical information on how to administer the CSP tool.
- Information on how to analyze data from the CSP tool.
- Introduction to the world of SEAL and what it means for CSPs.

**Recommended for:** Content specific providers, especially those that serve older elementary youth (2nd grade and above).

[\[Register Here\]](#) 12/5]

### Marketing with Facebook and AdWords

**Facilitator:** John Aden, Media Education Coordinator, Open Media Foundation

**Date:** Tuesday, January 23, 2018

**Time:** 10:00 a.m. - 1:00 p.m.

**Location:** Open Media Foundation (700 Kalamath St., Denver, CO, 80204)

**Description:** Enhance the marketing of your organization by taking full advantage of Facebook and the Ad Grants program. This hands-on workshop will show you how to leverage Facebook to optimize your social media strategy. Participants will also learn about the \$10,000 per month available through Google Ad Grants, which can increase the traffic to your website. As part of the class, participants will be guided on how to set up a Google AdWords campaign and write their first ad. (25 person capacity)

**Takeaways:**

- How to best use Facebook.
- Learn about the Ad Grants program.
- Learn how to set up a campaign in AdWords and write ads for Google.

**Recommended for:** Comprehensive providers, site/direct service staff, managers/multi-site managers, executive level staff, and development staff.

[\[Register Here\]](#) 1/23]

**Key**

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Level of professional development (1-3 ducks). All sessions are open to everyone. Contact [dpsdquac@gmail.com](mailto:dpsdquac@gmail.com) for details on session content.



## HR 101

**Facilitator:** Brynja Seagren, CHRO, Boys and Girls Club of Metro Denver

**Date:** Tuesday, January 30, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** In this session, participants will learn the basics of human resources. This session will include learning about basic employment law frameworks and practices, interviewing techniques and challenges, and how to effectively document performance issues. Participants will leave this session with a better understanding of the necessary elements to avoid common mistakes and errors that can lead to workforce issues - both legal and cultural.

### Takeaways:

- HR best practices for interviewing, candidate selection, performance management and handling separations.

**Recommended for:** Managers/multi-site managers and human resources staff.

[\[Register Here\]](#) 1/30]

## Removing Bias to Attract, Hire, and Retain the Best Candidates

**Facilitator:** Briana Evans, Operations Coordinator, Denver Public Schools

**Date:** Tuesday, February 27, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** This training will provide an overview of different personal and organizational biases and their impacts on hiring and workplace culture. Using that knowledge, we will create strategies to eliminate bias from the hiring process, resulting in a more diverse and effective workplace.

### Takeaways:

- Understanding of different biases.
- Resources to understand and acknowledge your own bias.
- Strategies to eliminate bias from process.

**Recommended for:** Managers/multi-site managers and human resources staff.

[\[Register Here\]](#) 2/27]

## Key

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Safe Environment



Supportive Environment



Peer Interaction



Youth Engagement

Level of professional development (1-3 ducks). All sessions are open to everyone. Contact [dpsdquac@gmail.com](mailto:dpsdquac@gmail.com) for details on session content.



(1) Beginner



(2) Intermediate



(3) Advanced



## Building Capacity Through Effective Outreach and Relationship Building

**Facilitator:** Andrea Garcia, Coordinator of Afterschool and Nutrition Initiatives, City and County of Denver Office of Children’s Affairs

**Date:** Tuesday, March 13, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** Learn how to increase participation in your afterschool and/or summer programming through effective outreach strategies and relationship building techniques. (25 person capacity)

**Takeaways:**

- A list of outreach strategies to implement immediately.
- An understanding of the importance of relationship building and how it relates to capacity building.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 3/13]

## Creating a Strategic Annual Fundraising Plan

**Facilitator:** Cindy Grubenhoff, Owner, Funding Strategist, In the Know, LLC

**Date:** Thursday, April 19, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** Have you always known that you should have a strategic annual fundraising plan, but you’re not sure where to start? Or maybe you have a process to create your fundraising plan, but it takes too long and you don’t end up with something helpful. In this session, you will learn how to make a plan that is approachable, easy to use, and actually works to keep you focused and achieving your goals.

**Takeaways:**

- Learn how to create your own strategic annual fundraising plan.
- Identify the best ways to diversify and spend your fundraising time for the best return on investment, and once you know this step-by-step approach, you’ll want to repeat these steps every year.

**Recommended for:** Development staff.

[\[Register Here\]](#) 4/19]

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Youth Engagement

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(1) Beginner



(2) Intermediate



(3) Advanced

## Personal Development

### Answering Tough Questions



**Facilitator:** Elizabeth Weyer-Hudson, Training Program Manager, Planned Parenthood of the Rocky Mountains

**Date:** Tuesday, September 5, 2017

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** This presentation introduces a question protocol to identify, classify, and practice strategies for addressing the types of questions young people often ask about sex. Participants will have the opportunity to practice in large and small groups with real questions received from young people.

**Takeaways:**

- Learn a protocol to help you respond to difficult questions about sex and sexual health.
- Practice answering difficult questions.

**Recommended for:** Comprehensive providers, content-specific providers, site/direct-service staff, managers/multi-site managers, new to youth development, and any/all in youth development.

[\[Register Here 9/5\]](#)

### SELF-CARE for YOUth Advocates (Part 1)



**Facilitator:** Amy Brady, StandUP

**Date:** Tuesday, October 3, 2017

**Time:** 9:00 a.m. - 1:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** What is self-care and why is it important? Includes a self-care assessment, and discussion around why self-care is important in your youth-serving role. We'll also discuss the results of ignoring self-care. (30 person capacity)

**Takeaways:**

- Self-care assessment.
- Understanding results of ignoring self-care, including the link to burn-out and high turnover in youth development.

**Recommended for:** Any/all in youth development.

[\[Register Here 10/3\]](#)

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(1) Beginner



(2) Intermediate



(3) Advanced

### Leaders on the Rise

**Facilitator:** Amy Brady, StandUP

**Date:** Monday, November 6, 2017

**Time:** 9:00 a.m. - 3:30 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Participants will dive into what it means to be an inspired leader in their organization, regardless of role. This program is for anyone working in the youth development field. (6.5 hour session including .5 hour lunch; 24 person capacity)

**Takeaways:**

- Understanding your "why" and conducting a personal values assessment.
- Deep dive into the value of self-awareness, core energy framework, and the ideal leader.

**Recommended for:** Any/all in youth development.

[\[Register Here 11/6\]](#)

### I'm not a Racist, am I?

**Facilitators:** Amy Brady, Robert Franklin, and Audrey Siegfried, StandUP

**Date:** Thursday, December 7, 2017

**Time:** 9:00 a.m. - 12:15 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Join us for a discussion about the film, I'm Not Racist... Am I? The film follows 12 New York teenagers as they come together for one school year to talk about race and privilege. The hope is that by documenting their experience, the film will inspire others to recognize and interrupt racism in their own lives. This program will include a screening of the film and follow-up discussion facilitated by the StandUP team ([www.standupteam.org](http://www.standupteam.org)). Participants will be challenged to examine the definition of racism, the role of racism in their own lives and how racism impacts their work with youth. Watch the trailer and learn more about the film here: [www.notracistmovie.com](http://www.notracistmovie.com). (30 person capacity)

**Takeaways:**

- Screening of the film.
- Small group post-discussion covering topics addressed in the film.
- Opportunity for individuals to identify possible action steps.

**Recommended for:** Any/all in youth development.

[\[Register Here 12/7\]](#)



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### Generation Celebration: Strengths We Bring to the Workplace

**Facilitator:** Sue Kardon, Nurse Consultant, Denver Public Schools

**Date:** Monday, January 8, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** There are up to four generations working under the same roof. In this session, we'll discuss how to celebrate the strengths each generation offers.

**Takeaways:**

- What each generation needs in the workplace.
- Generational strengths in the workplace.
- How to manage multiple generations.

**Recommended for:** Any/all youth developers.

[\[Register Here\]](#) 1/8]

### Fun and Games with a Purpose - Building Team Within Your Group

**Facilitator:** Cary Rhodes, Supervisor, Denver Parks and Recreation Outdoor Recreation

**Date:** Thursday, February 1, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Join Denver Parks and Recreation team building facilitators for an interactive session where we'll teach you games and initiatives that you can use with your group to have fun and build teamwork and communication.

**Takeaways:**

- New games and initiatives you can use with your groups.
- Understanding of sequencing and debriefing processes.

**Recommended for:** Comprehensive providers, content-specific providers, site/direct-service staff, managers/multi-site managers, and new to youth development.

[\[Register Here\]](#) 2/1]

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Youth Engagement

Level of professional development (1-3 ducks). All sessions are open to everyone. Contact [dpsdquac@gmail.com](mailto:dpsdquac@gmail.com) for details on session content.



(1) Beginner



(2) Intermediate



(3) Advanced

### SELF-CARE for YOUth Advocates (Part 2)

**Facilitator:** Amy Brady, StandUP

**Date:** Tuesday, February 6, 2018

**Time:** 9:00 a.m. - 1:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** *Setting Boundaries: the KEY to Sustainable Service*

In this session we will focus on what it means to set effective boundaries. HINT: It's different for everyone! You will discover why this is important not only for you but for the youth you serve and for others in your life. We will talk about why you let your boundaries get crossed and dive into strategies for not only naming your boundaries but making sure they are respected by others. (30 person capacity)

**Takeaways:**

- Understanding what are boundaries, and how do you know when your boundaries have been crossed.
- Examining what gets in your way of setting boundaries.
- Review boundary framework.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 2/6]

### First Me, Then You...Having Crucial Conversations

**Facilitator:** Jim Goebelbecker, CEO, Denver Kids, Inc.

**Date:** Monday, March 19, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Successfully having conversations we consider crucial with co-workers can build trust and encourage meaningful communication. This session will address ways to explore our effectiveness through self-awareness and how to support crucial and feedback conversations. (24 person capacity)

**Takeaways:**

- Better prepare for conversations of importance.
- Review how our meaning-making impacts our conversations.
- Introduction to a different approach to feedback.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 3/19]

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(1) Beginner



(2) Intermediate



(3) Advanced

**Foundational Bias**



**Facilitators:** Jamie Bassett, John Lewis, and Laurel Hollenbaugh, Department of Extended Learning and Community Schools, Denver Public Schools

**Date:** Thursday, April 5, 2018

**Time:** 9:30 a.m. - 12:30 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Implicit and explicit biases are impacting our relationships with self and others every minute of every day. In this training, learners will use self-awareness as a tool to identify the emotional and behavioral impacts of bias in relationships. We will use working agreements to create an open space for conversations and a purposeful conversation model for intentional and focused interactions.

**Takeaways:**

- Elevated bias awareness and tools to process judgment, emotional charges and the ability to treat everyone as the unique individual that they are.
- Action steps to support your work with students and colleagues.

**Recommended for:** Any/all in youth development.

[\[Register Here 4/5\]](#)

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## Continuous Learning

### Social Justice and Empathy in Youth Programming



**Facilitator:** Liz Hamel, Director of Programs, Building Bridges

**Date:** Tuesday, October 17, 2017

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** In what ways do your identities impact your perspectives and those of the young people you work with? How does your work fit into larger social justice and inclusion efforts? Through interactive learning and skill-building, we will explore ways to infuse empathy and a commitment to social justice into youth programming as we pursue a more just and inclusive world.

**Takeaways:**

- Envision and explore your work within a larger social justice framework.
- Explore the role of personal and professional identity to increase self-awareness and identify areas for continued personal and professional growth.
- Practice communication tools to enhance empathy, increase understanding, transform conflict, and promote leadership within youth programs.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 10/17]

### Marijuana 101



**Facilitator:** Jessica Neuwirth, Education & Youth Prevention Coordinator, Colorado Department of Public Health and Environment

**Date:** Thursday, February 15, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Learn about marijuana basics, Colorado laws, known health effects for youth & adults, and gain access to resources to support your work.

**Takeaways:**

- Identify Colorado marijuana laws, particularly those specific to underage use.
- Describe health effects of marijuana use in adolescents.
- Identify state resources for marijuana prevention and education.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 2/15]

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Youth Engagement

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(1) Beginner



(2) Intermediate



(3) Advanced

## New Graduation Requirements and Competency Based Learning

**Facilitator:** Mark Muenchau, Director of Competency Based Learning, Denver Public Schools

**Date:** Monday, February 19, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Graduation requirements are shifting for the graduating class of 2021. That means this year's freshmen have different expectations that they must meet in order to graduate. Students must earn credit and demonstrate they are competent in English and math. Learn about these new graduation requirements and DPS's approach to competency based learning.

### Takeaways:

- Participants will become familiar with the new requirements.
- Participants will learn about new ways students earn credit and show competence.

**Recommended for:** Any/all youth developers.

[\[Register Here\]](#) 2/19]

## Culturally Responsive Out of School Time Programming

**Facilitator:** Cinda Gillilan, Resident Program Manager, Rocky Mountain Communities

**Date:** Thursday, March 15, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Culture is at the heart of learning. In this session, we will talk about culture, becoming culturally aware, and how both tie in to Cultural Responsiveness, using the case study of out-of-school time at Rocky Mountain Communities.

### Takeaways:

- Explore what it means to be Culturally Responsive.
- Explore what Cultural Responsiveness looks like in OST programming.
- Learn how Rocky Mountain Communities built a culturally responsive practice by making it a part of daily programming and organizational culture.

**Recommended for:** Comprehensive providers, content-specific providers, site/direct service staff, managers/multi-site managers, new to youth development, and any/all in youth development.

[\[Register Here\]](#) 3/15]

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(1) Beginner



(2) Intermediate



(3) Advanced





### Curriculum Development: Intentionally Including the Arts

**Facilitator:** Andrea Rabold, Executive Director, Mirror Image Arts

**Date:** Tuesday, April 10, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** Boys & Girls Club of Metro Denver (2017 W. 9<sup>th</sup> Ave., Denver, CO, 80204), JC Owen Board Room

**Description:** The arts have a unique way of assisting the human experience. In this workshop, you will engage with several representatives across different arts sectors on the variety of ways to intentionally include arts in curriculum development. This workshop will start with a panel discussion, and then move into practical application. (30 person capacity)

**Takeaways:**

- Hear best practices and ideas from a spectrum of arts sectors, and engage in the various ways arts can be utilized to support and enhance curriculum development.
- Through practical application, incorporate a few ways the arts could be included in your specific curriculum.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 4/10]

### Talking to Families About Marijuana



**Facilitators:** Jessica Neuwirth, Education & Youth Prevention Coordinator, Colorado Department of Public Health and Environment; and Sharon Liu, Community Prevention Programs Manager, Colorado Department of Human Services

**Date:** Monday, April 16, 2018

**Time:** 10:00 a.m. - 12:00 p.m.

**Location:** DPS Acoma Campus (1617 South Acoma St., Denver, CO, 80223), Room 113

**Description:** Learn about best practices to talk about marijuana with families and learn how to use the Speak Now toolkit to reach families in your community.

**Takeaways:**

- Identify best practices to talk to families and youth about marijuana.
- Demonstrate use of the Speak Now toolkit for youth and family serving organizations.

**Recommended for:** Any/all in youth development.

[\[Register Here\]](#) 4/16]

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(1) Beginner



(2) Intermediate



(3) Advanced