

Manual of Instructions

Section Name: Chairs

Section Number: 2.35

Title: Youth Leadership Program (Sub-Chair)

Description:

The New York State Women, Inc. Youth Leadership Program is a mentoring and volunteer program wherein members volunteer to participate in the Reality Store and develop a mentoring partnership with high school students (ages 15-18).

The Reality Store, which is trademarked by BPW Indiana, is a financial simulation allowing high school students (ages 15-18) to choose their future careers and make decisions about their lifestyles based on their financial savvy. The Career Development Opportunities Inc, 501 C (3) members have been sponsoring the New York State Women Inc Youth Leadership Conference for the last several years by presenting the Reality Store to high school students.

What happens at the Reality Store is its similarity to a “Human Monopoly Game” Students learn about financial responsibilities (whether or not they have enough money to buy Baltic Avenue or Park Place) Utilities, Transportation as well as other life choices. Students literally walk from table to table and make a decision regarding what they can or cannot afford, based on their individual circumstances.

The **Reality Store** is a fun simulation that helps students connect academic achievement with the kind of lifestyle they envision for themselves after graduation. Students are assigned salaries based on their career selection. Then, they proceed from table to table (staffed by volunteers) to buy housing, transportation, groceries, insurance, furniture, clothing, electronics, vacations, utilizes, child care, pets, electronics, and other real life elements.

Structure of Committee: The New York State Women, Inc. Youth leadership Program Committee shall consist of a Chair and members.

Duties of the New York State Women, Inc. Youth Leadership Program Sub-Chair:

- Shall serve as a Sub-Chair and Committee member of the Personal/Professional Development Committee and will coordinate activities with the Athena Society Program, the Career Recognition Program, the New Careerist Program and the Political Development Program Sub-Chairs to hold programs which directly promote personal and professional development at all stages of life.
- Work closely with the Personal/Professional Development Chair to communicate regularly on programs, policies, procedures and directives. Review the New York State Women, Inc. Youth Leadership Program budget and make recommendations and suggestions to the Personal/Professional Development Chair.
- Select the New York State Women, Inc. Youth Leadership Committee
- Organize, coordinate, promote and develop the New York State Women, Inc. Youth Leadership Program at the State, Region and Chapter levels, in compliance with the guidelines provided in Toolkit 2.35 Youth Leadership Program Guidelines.
- Prepare information regarding the New York State Women, Inc. Youth Leadership Program for distribution to the Region Directors, the Chapters and the membership via e-mail, handouts, articles for NIKE, and/or articles for the Communicator, in compliance with the guidelines provided in Toolkit 2.35 Youth Leadership Program Guidelines.
- Report to the Executive Committee, the Board of Directors and the Membership by preparing Committee reports for The New York State Women, Inc. Board Meetings and State Conference.
- Encourage each Region to sponsor, at minimum, one student to the New York State Women, Inc. Youth Leadership Program annually.

Manual of Instructions

- Act as the Representative of the Personal/Professional Development Chair at Board meetings upon request of the Chair.

Financial Implications

Funds are allocated in the New York State Women, Inc., annual budget.

Duties of the Region Youth Leadership Sub-Chair:

- Coordinate with the activities of the Personal and Professional Development Programs Chairs (Athena Society, Career Recognition, New Careerist and Political Development) to hold joint programs that directly promote personal and professional development at all life stages.
- Work closely with the Personal and Professional Development Program Chairs to communicate regularly on programs, policies, procedures, directives and budgets.
- Organize, coordinate, promote and develop the programs at the Region and Chapter levels, in compliance with the guidelines provided by New York State Women, Inc. Manual of Instructions.
- Present on behalf of the Personal and Professional Development Program Chairs at any joint presentations, if and when, the individual Chair or their Committee representatives are unavailable for a scheduled presentation at Region or Chapter meetings.
- Assist the Youth Leadership Participants with preparation of the application, Registration for the meeting and hotel arrangements.
- Coordinate the Youth Leadership Program for the State meeting with the respective State Sub-Chair, including submitting the required applications to the State Chair by the deadline date established by the State Chair.
- Upon vacating the Chair position, the current Chair will arrange a transitional meeting with the incoming Chair and forward the files.

Financial Implications

Funds may be allocated in the Region Budget and allowable expenses shall be reimbursed to the Chair, fees for allowable expenses for Youth Leadership Participants shall be obtained from the Region Treasurer.

Duties of the Chapter Youth Leadership Program Sub-Chair:

- Coordinate with the activities of the Personal and Professional Development Programs Chairs (Athena Society, Career Recognition, New Careerist and Political Development) to hold joint programs that directly promote personal and professional development at all life stages.
- Work closely with the Personal and Professional Development Program Chairs to communicate regularly on programs, policies, procedures, directives and budgets.
- Organize, coordinate, promote and develop the program at the Chapter level, in compliance with the guidelines provided by New York State Women, Inc. Manual of Instructions.
- Present on behalf of the Personal and Professional Development Program Chairs at any joint presentations, if and when, the individual Chair or their Committee representatives are unavailable for a scheduled presentation at Chapter meetings.
- Coordinate the Youth Leadership Program for the Chapter..
- Assist the Youth Leadership Participants with preparation of the application,
- Upon vacating the Chair position, the current Chair will arrange a transitional meeting with the incoming Chair and forward the files.

Financial Implications

Funds may be allocated in the Chapter Budget and allowable expenses shall be reimbursed to the Chair, fees for allowable expenses for Youth Leadership Participants shall be obtained from the Chapter Treasurer

Manual of Instructions

Included in the Toolkit

For more information go to: newyorkstatewomeninc.org

TK 2.35 Youth Leadership Program Guidelines

Note: Guidelines contain eligibility criteria, application, judging criteria and score sheets. Guidelines specific to the responsibilities for the Chairs at the State, District/Region and Chapter levels to conduct their respective speech competition is included.

TK 2.35 Youth Leadership Conference Registration, Medical, Liability Waiver Forms

Date of Board Approval: 4/6/2013

Effective Date: 4/6/2013

* Underlined passages denotes wording from the NYS Women, Inc. Bylaws

Article XVI: Standing Committees, Section 7

Article XII: Duties of Officers, Section 1

Article XIV: Executive Committee, Section 2(d)