



12 Steps to Successfully Start a Take the Lead!® Program

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| STEP 1 | | Gain endorsement from your Community Organization and/or School. |
| STEP 2 | | Leadership Coach Training. Ensure commitment of adult volunteer to attend a Take the Lead!® Leadership Coach workshop. Contact SPRA for details on upcoming Take the Lead!® Leadership Coach workshops. |
| STEP 3 | | Determine the Logistics <ul style="list-style-type: none">• Resources and space available for the program (indoor/outdoor play area, equipment/supplies)• Times and dates of the program• Funding requirements (consider training and program supplies)• Number of youth to be trained as Youth Leaders• Participants who will be led by the Youth Leaders (ages, interests, abilities) |
| STEP 4 | | Organize a Take the Lead!® Youth Leader workshop. This can be facilitated by your trained Take the Lead!® Leadership coach or a Take the Lead! Trainer. Confirm training SPRA and order resources. |
| STEP 5 | | Register your school or community organization as a Take the Lead!® host site with SPRA. |
| STEP 6 | | Youth Leader Training. Have youth attend Youth Leadership Training workshop. |
| STEP 7 | | Implement the Program. Work with the youth leaders to set up and deliver the program. |
| STEP 8 | | Promote the Program. Focus on promoting this program. This will most likely be new to your location and will require advertising. |
| STEP 9 | | Support Youth Leaders. Set up ongoing meetings with youth leaders to assist with program planning, promotion, problem solving and the celebrations of success. |
| STEP 10 | | Offer Mid-Term Training. Leadership Coaches and Trainers are accessible for mid-term training to evaluate your program at the half way mark. To help the Youth Leaders with any issues or questions they may have regarding the program.
*Optional |
| STEP 11 | | Evaluate. |
| STEP 12 | | Enjoy the process! Your time and commitment to this program and to children and youth is a valuable investment in the individual lives of the participants and your community as a whole. |