

Scope of Services Youth Outreach 2026-2028



Introduction

The Youth Outreach program is identified as a multipurpose community social service program directed by the Conejo Recreation and Park District. This valuable service has operated continuously for more than forty-five years, thus reaching and positively impacting thousands of youths.

Two local agencies are responsible for funding this unique program: the Conejo Recreation and Park District and the Conejo Valley Unified School District.

Four part-time Outreach Specialists serve the Conejo Valley.

By program design, Outreach Specialists seek out and address the needs of non-involved and hard-to-reach adolescents. Outreach staff is active at the secondary school sites, community centers, teen centers, parks, and commercial complexes.

Goals of the Youth Outreach Program

- To serve as a trusted adult and mentor to local youth.
- To guide, develop, and encourage struggling youth to improve educational achievement and youth development opportunities.
- Redirect and educate youth on ways to express themselves in a positive manner.
- Help youth recognize the consequences of their actions.
- Identify community resources and provide direction for educational support, constructive recreational activities, job skills training, volunteer opportunities, and more.
- Assist youth in the development of core life skills to manage school, work, outside interests, and social relationships successfully.

Objectives of the Youth Outreach Program

- By using a variety of safe and secure platforms (in-person communication, e-mail, small group discussion, telephone communication) and tools, students can connect with an Outreach Specialist to speak out without fear or embarrassment.
- Provide help with connecting to resources for school supplies, food, housing, transportation, clothing, and health care.

- Provide students with safe recreational/enrichment opportunities that would be organized and conducted by the Conejo Recreation and Park District, partner organizations, or community events.
- Assist students in the development of their personal worth or value and the ability to recognize others.
- Increase knowledge and awareness in a variety of educational and personal subject matters (such as physical and emotional changes, academic expectations, friends and peer pressure, acceptance, stress, and communication).

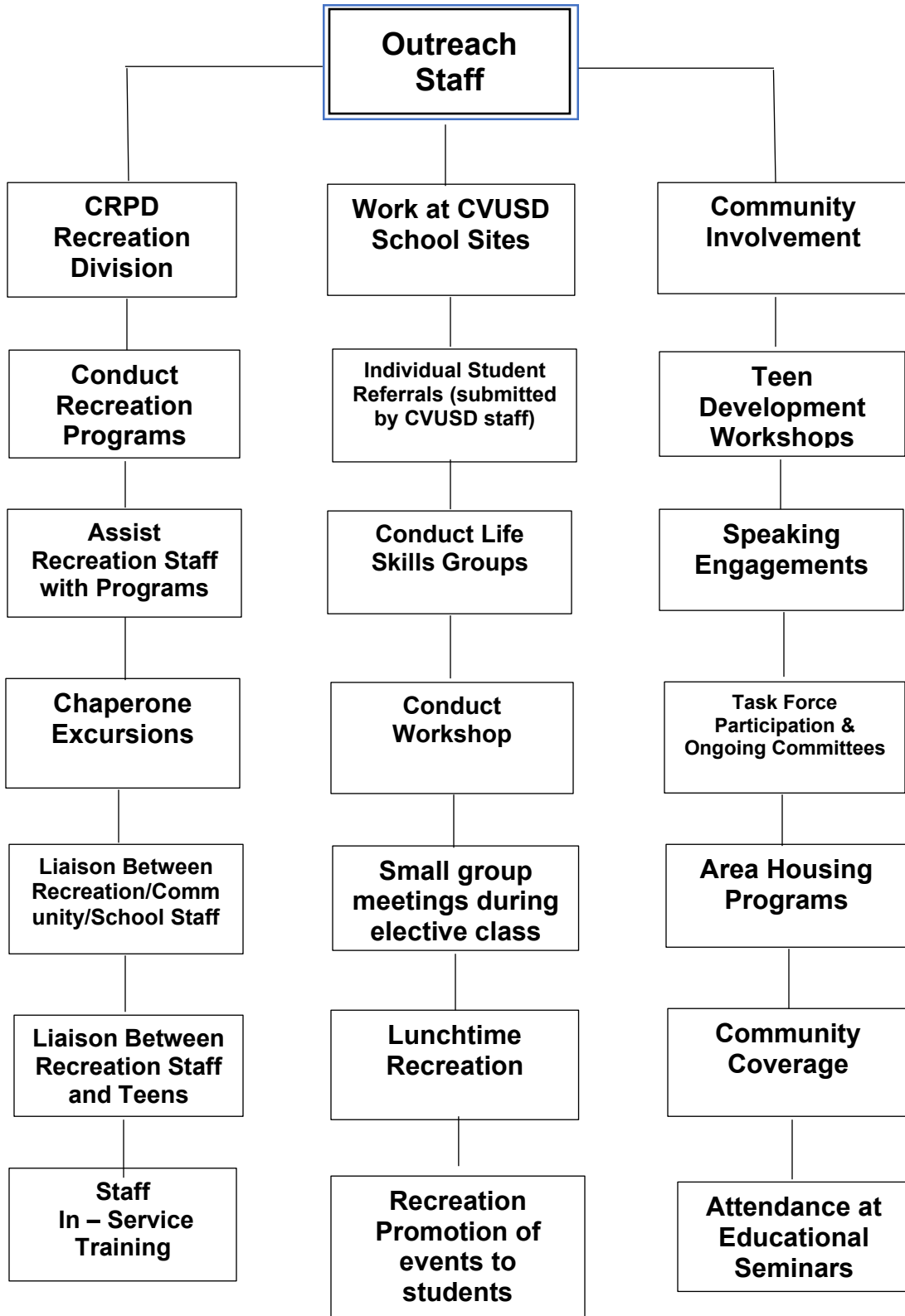
Community Involvement



Listening and Encouraging at the Teen Center



The chart includes tasks by Outreach in three major programming areas:
Recreation, School Sites, and Community.



Goals as They Relate to the School

- Create opportunities for students to assume a positive, identifiable role within the student body or community.
- Work with school officials to help alleviate situations that produce non-productive or disruptive behavior.
- Provide programs and opportunities that help students to be successful, improve educational achievement, and set goals for the future.

School Site Interaction

Outreach Specialists devote a significant amount of time to working with students on campus at designated secondary school sites, and through personal interactions at the Teen Center and community sites.

The Outreach Program receives individual student referrals from school administrators, counselors, faculty members, parents/guardians, peers, and student self-referrals. The focus is not only on positive recreational opportunities, but also on identifying students who are in need of social services or educational support referrals. Once referrals are received, Outreach Specialists are in communication with school officials, as it relates to each student.

Outreach Specialists develop rapport and trust, making them a credible resource for planning productive, appealing activities and opportunities, as well as to suggest referrals as needed to appropriate city, county, or non-profit social service agencies.

The structure of the Outreach Program requires that the workers maintain an approachable and not punitive in nature, low visible profile among the teen community, while adapting to demanding situations. Youth Outreach Specialists are not seen as authority figures, but rather as trusted adults by the student population. To help students connect with the staff, sessions are softly structured to allow for humor and appropriate open dialogue on life topics. These sessions can greatly help students in a social and emotional way.

Youth Outreach Program Student Profiles

Circumstances for initial student referrals are often:

- Students who are dealing with attendance, academic or behavior issues.
- Students who have an identifiable need for a community referral service.
- Students who have been suspended for the following school infractions:

- Peer relationships
- Substance abuse
- Bullying
- Fighting
- Truancies

Other examples would be students who...

- Struggle to communicate their thoughts and feelings.
- Are having a difficult time understanding their emotions.
- Need a trusted adult to talk to.
- Are dealing with drama and/or fighting within their social groups.
- Are having trouble focusing while in classroom situations.
- Find it difficult to trust adults because of various circumstances.
- Need extra help with schoolwork, including being held responsible for attending school.
- They spend too much of their time playing video games.
- Have little or no positive role models in their lives.
- Have parents/guardians who are going through a divorce/separation.
- Making poor decisions due to low self-esteem.
- Have difficulty managing their anger.
- Are dealing with bullying situations (Outreach staff to follow up with school officials upon the student's communication)
- Lack age-appropriate social skills.
- Feel disconnected/social isolation.
- Need to become engaged in positive recreational experiences.
- Need to find new outlets to express themselves.
- Display adverse effects of social media.
- Have self-care concerns.
- Need guidance to improve executive functions.

The following is a list of potentially adapted and essential services that Youth Outreach Specialists can offer to the Conejo Valley Unified School District students.

Based upon referrals and student interactions via any of the services below, Youth Outreach Specialists will compile the daily "Outreach Tracking Form" and will submit it to each represented school weekly. Quarterly reports will then also be submitted as a follow-up summary.

Each student must have a Participant Permission Form on file with the parent/guardian and the school administrator's signature.

1. Follow up with Students from the previous school year

- a. Upon the start of school, the Youth Outreach Specialist will follow up with all students from last year's referrals.
- b. Based upon initial conversation, Youth Outreach Specialists will determine if students would benefit from continued support.

2. Small Group In-Person Support

- a. May take place at the school site, Thousand Oaks Teen Center, community sites, any CRPD community center, or park.
 - a. During non-academic class time, lunch, or after school.
 - b. Sessions can be arranged by school staff and Youth Outreach Specialists. A specific objective or plan should be in place before each session, along with confirmation by the students and parent/guardian.
 - c. Students are placed in small groups according to school attended or living radius.



3. **Workshops** - Outreach Specialists work with school officials to develop incentives for participation. Attendance and participation of students are documented for each respective school.
 - a. Workshop rosters are compiled based on referral from school officials, past years' rosters, or a student self-referral.
 - b. All workshops are conducted during non-academic learning time. There are options for morning and afternoon times, dependent on the student's schedule.
 - c. Workshops allow students to be placed into groups for discussions.
 - d. Students submit a CVUSD parent/guardian permission slip before participation.
 - e. Rosters are made up of students from various schools.

Life Skills Workshop- High School Conducted once per week for an hour with an identified topic from the list below.

- Social isolation from peers / social skills

- Creating positive self-esteem
- Relationships
- Self-care at home
- Time management/decision making
- Abuse of social media and electronic devices
- Family vs. extracurricular activities vs. job vs. school
- Positive leisure activities
- Being a successful student/learning responsibility

Middle School Workshops (Conducted once a school year)

- a. **Social and Emotional Intelligence Workshops** are designed for CVUSD Middle School Students to recognize and understand their own emotions, along with their peers' emotions. In this workshop, they will learn the 5 key components to emotional intelligence: self-awareness, self-regulation, motivation, empathy, and social skills.
 1. **Recruitment Process: School** counselors and Youth Outreach Specialists work together to gather approximately 25 students for each workshop. Students from 6th, 7th, and 8th grades participate. An effort is made to have a diverse group of students that includes student leaders, the general population, and students who have a difficult time controlling their emotions.



4. Cycles for Success Program

- a. Provides new or used bikes for any teen to use to get to school or work.
- b. Referrals can be made by any school staff.
- c. Bikes are donated to the program and therefore are free to the students.
- d. Helmets and locks are provided with funds from the Conejo School Foundation.



5. Youth Outreach Meet & Greet Program

The Youth Outreach Specialists will be hosting their annual Meet & Greet (date to be scheduled sometime during the fall). Due to some of the current challenges that are present, this Meet & Greet opportunity is essential. The program has proven to be an effective way for school counselors, Youth Outreach Specialists, community service providers, and Teen Center staff to greet each other and learn about **updated** services available to assist our at-risk youth through the school year.

6. Teen Clubs

Youth Outreach Specialists hold weekly Teen Club Programs at underserved apartment complexes. Teen clubs are held at Conejo Creek neighborhood, the Los Feliz apartment area, and, coming soon, the Willbur/Moorpark Rd. area at Many Mansions. Teen clubs provide recreational activities such as:

- Crafts
- Homework help
- Board games
- Sports
- Community outings

Community outings provide teens with the opportunity to participate in supervised activities they may not otherwise be able to participate in.





Worker Allocation of Time

During the academic school year, Youth Outreach Specialists allocate about 75% of their workweek to school site support; 25% to recreational activities and community involvement.

During school holidays and summer months, workers and specialists spend 75% of their work week in recreational programming and 25% in community involvement.

Flexible scheduling is necessary to meet the needs of individuals, schools, recreational programs, street outreach, and community involvement. Through the workers' creativity, sensitivity, and commitment to their assigned duties, the goals of the Outreach Program can be successfully accomplished.