

# HAVE THE EDGE

## *Leadership Series for Youth*

Dear Sponsors:

### **Spring brings another opportunity for bright, young minds to lead!**

The Beedie School of Business at SFU, the Wideman Education Foundation (WEF) and SmartKiDz ELP, will host an exciting program, “*Have The Edge*” Leadership Series for Youth 13-18 years old. Focusing on leadership and project management skills, the series will support participants’ personal growth as they prepare for the future. Students will attend five consecutive Saturday sessions from 10 am to 1 pm starting on February 22<sup>th</sup>, 2014 and ending on April 12<sup>th</sup>, 2014 at the SFU-Surrey.

### **It’s an EXCLUSIVE opportunity for youth to collaborate!**

Under the guidance of post-secondary students and Metro Vancouver professionals, students will receive instruction and hands-on activities on leadership, project management. They will gain experience by participating in a mini self-organized competition to benefit a charity. By interacting with peers, post-secondary students, and professionals, participants will strengthen communication and teamwork skills while learning about planning for post-secondary and career opportunities.

### **A VALUABLE opportunity for youth to enrich their education!**

Participant will earn volunteer hours and receive certificates of participation and letters of reference for their volunteer hours. They may use these documents to meet requirements for courses such as Planning 10, Community Leadership 10, Student Leadership 12, Work Experience, and Graduation Transitions 12. This experience will also enhance students’ résumé for potential employers and their applications to post-secondary institutions.

**“Have The Edge”** Leadership Series for Youth will maximize social networks by providing students with the opportunity to work with people they may meet for the first time. Participants can certainly invite and come with their friends! The registration fee for the Leadership Series is Can\$100, which includes instructional materials, certificates, letters of reference and a nutritional snack.

We will greatly appreciate your assistance in sharing the **“Have The Edge”** Leadership Series for Youth with your students. We are enclosing additional information and the registration form. Please feel free to provide your students with a copy of these documents. Students and their parents can obtain more information and register through [SmartKiDzELP.wordpress.com](http://SmartKiDzELP.wordpress.com).

Respectfully,



Joan Vincent, President  
Wideman Education Foundation



Hannah Yao, Acting Coordinator  
Simon Fraser University-Beedie School of Business



Maria Villalba, Director of Education  
SmartKiDz Education + Leadership for Youth

# HAVE THE EDGE

## *Leadership Series for Youth*

Dear Students:

**Do you think you can lead? Yes, you can!**

### **Introducing NEW opportunities designed just for you!**

You are invited to participate in the exciting “*Have The Edge*” Leadership Series for Youth 13 – 18 years old. Focusing on leadership and project management skills, the series will support your personal growth as you prepare for the future.

### **It’s an EXCLUSIVE opportunity for you to collaborate!**

Under the guidance of post-secondary students and Metro Vancouver professionals you will receive instruction and hands-on activities on leadership, project management and gain experience by participating in a mini self-organized competition to benefit a charity.

### **A VALUABLE opportunity for you to enrich your education!**

As a participant, you will earn volunteer hours and receive certificates of participation, letters of reference and enhance your résumé and your application to post-secondary institutions. And that’s just the beginning.

Look at the packet for additional HTE resources, including:

- Expanded Student Workshops – see Leadership at [smartkidzelp.wordpress.com](http://smartkidzelp.wordpress.com)
- Series Info about Dates & Times – hosted by SFU-Beedie School of Business
- Online Registration

We invite you to visit the Wideman Education Foundation ([widemaneducationfoundation.org](http://widemaneducationfoundation.org)) and SmartKiDz ([smartkidzelp.wordpress.com](http://smartkidzelp.wordpress.com)) to learn more about “*Have The Edge*” Leadership Series. You can register through SmartKiDz.

**So do you think you are ready to lead? Yes, you are!**

Sincerely,



Joan Vincent, President  
Wideman Education Foundation



Hannah Yao, Acting Coordinator  
Simon Fraser University-Beedie School of Business



Maria Villalba, Director of Education  
SmartKiDz Education + Leadership for Youth

# HAVE THE EDGE

## *Leadership Series for Youth*

Youth 13-18 yrs.

Dates

February 22<sup>rd</sup>, March 1<sup>st</sup>, 8<sup>th</sup>, April 5<sup>th</sup> and 12<sup>th</sup>, 2014

Time:

10 am to 1 pm

Location

SFU (Surrey Campus)

### PROGRAM DESCRIPTION

*Session 1: **ACHIEVE ANY GOAL** – February 22<sup>th</sup>, 2014.*

- Introduction and professional panel on goal setting and project management.
- Leadership activities and meeting with SFU coaches and mentors.

*Session 2: **LINK TO YOUR DREAM JOB** – March 1<sup>st</sup>, 2014.*

- Professional panel on careers.
- Leadership activities under the guidance of SFU coaches and mentors.

*Session 3: **STEP UP TO OPPORTUNITIES** – March 8<sup>st</sup>, 2014.*

- Professional panel on community services.
- Leadership activities under the guidance of SFU coaches and mentors.

*Session 4: **CHOOSE YOUR PATH** – April 5<sup>th</sup>, 2014.*

- Professional panel on graduation, post-secondary educational and financial options.
- Leadership activities under the guidance of SFU coaches and mentors.

*Session 5: **SO YOU THINK YOU CAN LEAD?** – April 12<sup>th</sup>, 2014.*

- Leadership competition.
- Closing of the Leadership Series with the presentation of awards and certificates.

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### **Sample Agenda**

10:00 - 10:15 am	Introductions
10:15 - 11:30 am	<b>"Achieve Any Goal"</b> <ul style="list-style-type: none"><li>• Presentation</li><li>• Leadership Activities</li><li>• Panel</li></ul>
11:30 - 11:40 am	Break ( <i>Nutritional Snack</i> )
11:40 - 1:00 pm	Project Management Presentation <ul style="list-style-type: none"><li>• BS competition</li><li>• Team formation and icebreaker</li><li>• Introduction of mentors</li><li>• Presentation of community project</li><li>• Mentors introduce WBS and RACI</li></ul>
1:00 pm	Wrap-up

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*Leadership Series for Youth*

## Registration Form (5 pages)

PERSONAL INFORMATION			
First name	Last name	Email address	
Date of Birth: Month ___ Day ___ Year ___		Age: ___	Sex: M ___ F ___
Present address			
City		Province	
Postal code		Country	
Father's name		Mother's name	
Father's email address		Mother's email address	
Home phone number		Work phone number(s)	
Name of the person to call in an emergency		Phone number	

International students only: PARENT/LEGAL GUARDIAN INFORMATION			
First name	Last name	Email address	
Present address			
City		Province/State	
Postal code		Country	
Home phone number		Work or cell phone number	
HEALTH AND MEDICAL INFORMATION			
MPS/Medical Insurance Plan	ID number	Group number	

Doctor's name		Phone number	
Dentist's name		Phone number	
Do you have food allergies	NO ___ YES ___	If YES, please specify	
Do you have any other allergies?	NO ___ YES ___	If YES, please specify	
Do you have any other health concerns we should be aware of?	NO ___ YES ___	If YES, please specify	
Food preference for nutrition break (Choose one)		No preference ___	Vegetarian/Vegan___
<b>EDUCATION</b>			
Do you attend high school?	NO ___ YES ___	If YES, specify the level	
Name of your most recent high school			
Address of your most recent high school			
What are your career goal(s)?			
<b>International students only: ENGLISH PROFICIENCY</b>			
How well do you UNDERSTAND SPOKEN English?		Beginner ___ Intermediate ___ Advanced ___	
How well do you SPEAK English?		Beginner ___ Intermediate ___ Advanced ___	
How well do you UNDERSTAND WRITTEN English?		Beginner ___ Intermediate ___ Advanced ___	
How well do you WRITE in English?		Beginner ___ Intermediate ___ Advanced ___	
<b>PERSONAL INTERESTS</b>			
How would you describe your personality?		Outgoing 5 ___ 4 ___ 3 ___ 2 ___ 1 ___ Reserved	
Do you play a musical instrument?	NO ___ YES ___	If you answer YES, please specify	
List your TWO (2) favourite activities/hobbies:			
List THREE (3) clubs, organizations, volunteering or other where you are an active participant:			

List your school or outside work experience, including your current job, if you are employed:

## MEDIA RELEASE CONSENT

I, \_\_\_\_\_, parent or official guardian of \_\_\_\_\_(participant) hereby grant permission to the Beedie School of Business at SFU, the Wideman Education Foundation, and SmartKiDz ELP, its employees or representatives, to take and use:

**(check all that apply)**

☐ photographs/digital images;  
☐ videotape; and  
☐ audio recording or quoted remarks of my child.

The Beedie School of Business at SFU, the Wideman Education Foundation and SmartKiDz ELP can use the above listed items for use in promotional or educational materials as follows: **(check all that apply)**

☐ printed publications or materials  
☐ electronic publications or presentations  
☐ Web sites

I agree that, in the descriptive text or commentary in connection with the image(s), audio(s), and audio-visual material(s), my child's name and identity: **(check only ONE)**

☐ may be revealed  
☐ may not be revealed

I agree that the media: **(check only ONE)**

☐ may...  
☐ may not...

...contact my family to speak with my child regarding his/her involvement with the "*Have The Edge*" Leadership Series for Youth.

I authorize the use of these materials indefinitely without compensation to me. All negatives, positives, prints, digital reproductions and video or audio recordings shall be the



property of the Beedie School of Business at SFU, the Wideman Education Foundation, and SmartKiDz ELP.

### RELEASE AND AGREEMENT

I, \_\_\_\_\_ (parent/guardian) agree that **SFU/WEF/SmartKiDz ELP** can take any action whatsoever in regard to the health and safety of my child \_\_\_\_\_ (participant) should it be deemed necessary without incurring liability or expense.

We, \_\_\_\_\_ (parent/guardian) and \_\_\_\_\_ (participant) agree to abide by the policies of **SFU/WEF/SmartKiDz** **and the policies and laws of the Provincial and Federal Governments of Canada.**

### SIGNATURES

Student's signature:

Today's date: Month \_\_\_\_ Day \_\_\_\_ Year \_\_\_\_

Parent/Legal Guardian's signature:

Today's date: Month \_\_\_\_ Day \_\_\_\_ Year \_\_\_\_

Witness' electronic signature:

Today's date: Month \_\_\_\_ Day \_\_\_\_ Year \_\_\_\_

### ONLINE PAYMENT AND SUBMISSION

**Please go to [smartkidzelp.wordpress.com](http://smartkidzelp.wordpress.com). Find the Registration tab. Click on the PAYPAL.ca link to pay the Can\$100.00 registration fee.**

**PAYPAL payment confirmation: \_\_\_\_\_ (required)**

**Name (first and last) of the person making the PayPal payment:**

\_\_\_\_\_ **(required)**

**Submit the completed and signed registration form and proof of payment to: [SmartKiDzELP@gmail.com](mailto:SmartKiDzELP@gmail.com)**

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Time:

10 am to 1 pm

Location

SFU (Surrey Campus)

### **CHECKLIST for Registration**

To help you ensure the processing of your registration, please review this checklist before submitting your registration documents. If you have answered YES to all these items, you are ready to submit your documents.

1. I have filled out the entire registration form.
2. I have signed the completed registration form.
3. My parent/guardian/emergency contact has signed the completed registration form.
4. I have paid the Can\$100 (one hundred Canadian dollars) registration fee through Paypal.ca.
5. I have my Paypal.ca proof of payment.

If you have answered YES to all the above items, you are ready to submit your documents through WEF ([widemaneducationfoundation.org](http://widemaneducationfoundation.org)) or SmartKidZ ELP ([smartkidzelp@gmail.com](mailto:smartkidzelp@gmail.com)). We will appreciate your sending the registration form and payment by **February 19<sup>th</sup>, 2014**.