

## Community Youth Volunteer Award

### Table of Contents

- 1.0 Why is the community offering a Community Youth Volunteer Award?
- 2.0 What is the Community Youth Volunteer Award and how to earn it?
- 3.0 Who can apply for a Community Youth Volunteer Award?
- 4.0 What can the Community Youth Volunteer Award be applied towards?
- 5.0 How to apply for a Community Youth Volunteer Award?
- 6.0 How to track volunteer hours?
- 7.0 Where to seek volunteer opportunities?
- 8.0 How to submit completed volunteer hours?
- 9.0 How will the Community Youth Volunteer Award be administered?
- 10.0 Volunteer Recognition

Kingsland Community Association (KCA)

Kingsland borders: North: Glenmore Trail, East: Macleod Trail; South: Heritage Drive; West: Elbow Drive and is located in the City Quadrant: SW.

Annexed to the City of Calgary in 1956, Kingsland is a very desirable community because of its proximity to downtown Calgary. The demographics in KCA are changing as young families move into the community. On the flip side the community has many original residents who have raised their families and continue to reside in Kingsland community. Kingsland is bound by major transportation arteries including Glenmore Trail to the north, Macleod Trail to the east, Heritage Drive to the south, and Elbow Drive to the west. These major roads, as well as the Light Rail Transit (LRT) located at Heritage station provide Kingsland residents with excellent access to downtown and other parts of the City. Kingsland is in close proximity to the Glenmore Reservoir, canoeing and boat docks, extensive pathways (walk, cycle, hike, roller blading, Water Park, etc.), Heritage Park Historical Village, Rockyview General Hospital and Chinook Mall (with movie theatres) all within walking distance for community residents.

The Kingsland Community Association (KCA) Board of Directors decided to create a Community Volunteer Award for residents for recognition of their volunteer work within the community. KCA wants to invest in those people who feel that community is important and who want to give back to the community.

It takes dedicated community volunteers to have a vibrant community.

The Kingsland Community Association Board consists of the following positions, which may vary as volunteers are available - these would be exempt from the community award:

President	Vice President	Treasurer
Secretary	Planning & Development	Membership Director
Casino Chairperson	Social Director	Open Director (Trico)
Hall Director	Open Director (several positions)	

Community Youth Volunteer Award

**1.0 Why has the Kingsland Community Association created a “Community Youth Volunteer Award”?**

KCA wants to encourage youth to volunteer. Volunteering is a way of giving back to your community. The community board is comprised of people who volunteer their time each month by attending meetings and sitting on various committees which are excluded from the “Community Youth Volunteer Award”. Volunteering is one avenue of community support and engagement.

KCA is a vibrant community, and our demographics are changing with many young families moving into the community. We want them to be welcomed in our community and engage them in the work of maintaining and growing our community.

Volunteers are the heart of the community. They control graffiti which helps reduce crime, report crimes, work with City Hall, traffic committee, help out at social events, etc.

**2.0 What is the “Community Youth Volunteer Award” and how to earn it?**

The Kingsland Community Association has proposed a single offering for the “Community Youth Volunteer Award” of up to \$1000.00 per year, but at the discretion of the board the \$1000.00 may be offered as per review panel’s final decision. This could mean the \$1000 may be split amongst multiple applicants if the review panel feels there is more than one candidate who deserves the award.

Applicants for the award must volunteer a minimum of 15 hours to qualify for the annual award.

The KCA will consider the period of volunteering as the previous 12 months (i.e. July 1, 2015 to June 30, 2016). The Board will have adequate time to review the applicants in preparation for the volunteer to be recognized which will be issued in September.

The completed volunteer forms should be submitted to the office as soon as possible after June 20 but must be in the office by August 15.

**3.0 Who can apply for a “Community Youth Volunteer Award”?**

Kingsland residents being a minimum age of 12 years and up to 25 years. A youth can apply for the “Community Youth Volunteer Award” each year as long as the 15 hours of volunteer work are fulfilled.

Kingsland residents can volunteer at any event in the city but strong emphasis will be given to volunteering at Kingsland events and Trico partnership events.

Youths outside of the Kingsland community can also apply for the “Community Youth Volunteer Award” but all the volunteer hours must be dedicated to the Kingsland community or Trico partnership events.

**4.0 What can the “Community Youth Volunteer Award” be applied towards?**

The “Community Youth Volunteer Award” can be used as an applicant pleases which may include, but is not limited to, health and wellness, education, athletics, educational travel, school trips, career aspirations, apprenticeship training and tools, vocational training, fine arts program, etc.

**5.0 How to apply for a “Community Youth Volunteer Award”?**

The first step when a youth had intention to volunteer; is to file a “Community Youth Volunteer Award Application Form” which will be available on the website. The application will give Kingsland Community

## Community Youth Volunteer Award

Association Board an idea of the interested individuals and a record on the number of applicants for the current term. The form will require some brief personal profile questions (age, address, phone, etc.) along with additional information (i.e. specify the school, college, university you are attending, career aspirations, program enrollment, etc.).

### 6.0 **How to track volunteer hours?**

While KCA board has been working diligently to formalize the particulars of “Community Youth Volunteer Award” for year. Applicants who volunteered for 2015-2016 ONLY, who have being keeping track of their volunteer hours in a “volunteer book” which is located at the KCA office; we ask the applicants to transfer the hours from the book to the “Community Youth Volunteer Tracking Sheet” which can be downloaded from the website.

Please go to the Kingsland Community Association website link: <http://www.kingslandcommunity.ca> to print a detailed document “Community Youth Volunteer Award”, a “Community Youth Volunteer Award Tracking Sheet” for tracking volunteer hours, “Community Youth Volunteer Award Application Form” and “Community Youth Volunteer Award Submission Form”.

The applicant is responsible for maintaining and safe keeping of their own hours in the “Community Youth Volunteer Award Tracking Sheet” provided by KCA. The volunteer must bring the sheet to each event that you volunteer to be signed off by an appropriate individual that organized the event or another KCA members in charge of the event.

### 7.0 **Where to seek community volunteer opportunities?**

Some potential avenues that may be available to seek volunteer opportunities:

- a.1) We encourage you to read the community newsletter “Kingsland Post” which is published monthly.
- a.2) Go to the Kingsland Community website link: <http://www.kingslandcommunity.ca> to see what is happening in the community.
- a.3) Email [admin@kingslandcommunity.ca](mailto:admin@kingslandcommunity.ca) to ask questions for additional information on volunteering opportunities, contact names, etc.
- a.4) KCA floods two skating rinks each year, a hockey rink and a pleasure rink snow removal, flooding the ice, etc.
- a.5) Each year the community has a free clean-up day which requires (10-15 people) to manage traffic, free store, donations, assist residents to unload their stuff, etc.
- a.6) Each year the community has a graffiti clean-up day which requires (15-30 people) to remove the graffiti within the community.
- a.7) Social Events always require volunteers; check the website for volunteer requests.
- a.8) Help a Kingsland senior by shoveling sidewalks, raking leaves, taking out garbage, walking their dog, etc.

## Community Youth Volunteer Award

- a.9) Kingsland is partnered with Trico Centre which offers residents discounts to buy a membership and enroll in programs - they also have opportunities for volunteering - follow the link on KCA website or Trico website: <http://www.tricocentre.ca/hidden/careers/>
- a.10) Playground enhancements - many volunteers are needed to construct a new playground.
- a.11) The pre-school may require assistance.
- a.12) Membership drive volunteers are necessary.
- a.13) Sometimes community notifications or flyers need to be delivered house to house.
- a.14) Casino volunteers are required when the community participates.
- a.15) Volunteer at Chinook Park School, Woodman, Henry Wise Wood or St. Augustine School.

### 8.0 **How to submit completed volunteer hours?**

The volunteer must submit "Community Youth Volunteer Award Submission Form" and attach the completed "Community Youth Volunteer Tracking Sheet" to Kingsland Community Association board.

- Briefly provide feedback on your volunteering experience.
- Briefly describe the benefits volunteering has provided for you.
- What did you as a volunteer learn about the community?
- Provide feedback on the Community Volunteer Award.

### 9.0 **How will the "Community Youth Volunteer Award" be administered?**

A review panel for the Community Youth Volunteer Award will be comprised of 3 or more board members or a designated panel to review the submission. Depending on the number of applicants the board at their discretion may ask others to join in the evaluation.

The successful volunteer will be notified in writing by Kingsland Community Association in September.

### 10.0 **Volunteer Recognition**

With the consent of the volunteer, the Kingsland Community Association will publish the volunteer name(s) that was successful in securing the volunteer award and their accomplishments in the "Kingsland Post" and feature in the website to encourage other volunteers.