



COURSE CATALOG

CAPACITY BUILDING & PROFESSIONAL DEVELOPMENT OFFERINGS
2018-2019



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OUR MISSION

The San Francisco Department of Children, Youth, and Their Families (DCYF) is the City agency that leads the people of San Francisco's powerful investments in children, youth, transitional age youth, and their families since 1991. As stewards of the Children and Youth Fund, we bring together government, schools, and community-based organizations to strengthen our communities to lead full lives of opportunity and happiness striving to make San Francisco, an even greater place to grow up. We are a strong voice at the heart of San Francisco's commitment to advancing equity and healing trauma.

OUR FOUNDATION

Strategic Funding: We promote practice- and research-informed programs, seed innovation, and seek to address inequities in access and opportunity.

Quality Services: We provide leadership in developing high quality programs and strong community-based organizations in the interest of promoting positive outcomes.

Engagement with San Francisco's Communities: We prioritize children, youth, transitional age youth and families' voices in setting funding priorities.

Collaborative Partnerships: We commit to working with other city stakeholders to ensure efficient use of resources.

OUR VISION

DCYF envisions a strong San Francisco where all children and youth are supported by nurturing families and communities; all children and youth are physically and emotionally healthy; all children and youth are ready to learn and succeed in school; and all youth are ready for college, work and productive adulthood.

DCYF UNIVERSITY

DCYF's vision for Capacity Building and Professional Development is that all Community-Based Organization (CBO) contractors that are funded by the department are organizationally, fiscally, and programmatically sound. Community-Based Organizations provide a wide variety of youth services and play a significant role in the social, cultural and economic vitality of all communities. Their viability is, therefore, critical to community development and stability in the neighborhoods they serve.

DCYF has embraced a holistic approach to Capacity Building and Professional Development by designing a multilevel system for training and support. We aim to build a stronger youth worker workforce and increase the quality of services that are available to San Francisco's children, youth and their families by providing Capacity Building and Professional Development on individual, programmatic and agency levels. For individual youth workers we will provide professional development opportunities that increase the skills and abilities needed to implement high quality youth development programming. On the programmatic level our efforts will focus on building the capacity and ability for programs to engage in continuous quality improvement and to support staff with their professional development. Finally, on the agency level we will help organizations build and strengthen their systems and infrastructure in order to provide the solid foundation required to support effective programs and staff.

In order to successfully implement this approach, we have created the concept of DCYF University. While we will still maintain DCYF's current Capacity Building and Professional Development offerings, this approach will provide a more intentionally focused effort that can be used to take individuals, programs and agencies to the next level.

DCYF is committed to providing all programs funded by the department with the necessary resources in order to sustain and improve quality in their programs.



CAPACITY BUILDING & PROFESSIONAL DEVELOPMENT PROVIDERS



BE THE CHANGE CONSULTING



Be the Change Consulting was founded in 2007. It provides high quality learning experiences and consulting for organizations to reach their creative potential. BTCC does this through an intentional process that connects core values to organizational outcomes while providing research-based strategies, experiential learning techniques, and live coaching on real issues. Our solutions engage clients in creative problem-solving, provide alignment to research and best practices, and offer strategies to institutionalize organizational change.



Aminta Steinbach

In her 20 years working with young people, Aminta has been a Program Coordinator, Youth Leadership Instructor and Program Director. Aminta majored in Community Studies, has studied Recreational Program Design and is a Certified Self Defense Instructor. Her areas of expertise as a capacity builder include Cultural Competency, Health and Safety Awareness and Community Building. Aminta is an enthusiastic cheerleader for her coaching clients, listens attentively, pays attention to details and acts as a compassionate guide through even the most difficult transitions. Aminta has a black belt in Kung Fu, and when not working you can usually find her kicking and punching her way to a more peaceful world.



Franklin Hysten

Franklin Hysten is committed to creating transformative experiences that strengthen youth and their communities. Drawing on 18 years of experience developing leaders in youth development, philanthropy and government-based organizations, he supports Be the Change Consulting's organizational consulting portfolio, which includes program design, logic modeling, and strategic planning for organizations state-wide. He also manages the youth development portfolio for high-school aged-youth, with a focus on restorative practices. His strong background in youth development has afforded him the opportunity to train and coach emerging non-profit professionals and share best practices with staff, managers and funders.



Fong Marcolongo

Fong has served as a program leader, site coordinator, program manager, team trainer and curriculum writer. Prior to working with Be the Change Consulting, Fong was the Program Manager at Community Youth Center of San Francisco. As a coach, Fong's expertise resides helping groups and organizations connect to the resilience and brilliance of young people, while developing the right organizational structures and connections to create intentional communities of support. As a trainer, Fong utilizes her graphic facilitation skill to lead groups and individuals towards a goal through visual process. Fong loves learning new languages, and is conversational in Vietnamese and Italian. She also has an insatiable appetite for books and is currently working on a children's book inspired by the everyday adventures of her son.

EDUTAINMENT FOR EQUITY



Edutainment for Equity (E4E) is a consulting and media production company specializing in issues of equity and social justice. We curate safe spaces for brave conversation and action at the intersection of education and entertainment. We provide professional and organizational development and produce media, music and events to activate allies and empower historically oppressed communities in pursuit of a better world.



Candice Wicks-Davis

Candice Wicks-Davis, M.A.Ed. is the founding Partner of Edutainment for Equity. She holds a Masters in Education from San Francisco State University and a Bachelors in Sociology from UC Berkeley. She has 20 years of experience in the field of education. As a deeply committed social justice educator, she volunteers as the Operations Manager for youth performance ensemble Young, Gifted & Black of Oakland. Candice is also the lead singer of beatboxing combo Antique Naked Soul and travels the world performing and facilitating business development and cultural movement workshops for artists and entrepreneurs. Fun fact: She has performed in 7 countries!



Hodari B. Davis

Hodari Davis, M.A.Ed. holds a Masters in Education from San Francisco State University and a Bachelors in Political Science from UC Berkeley. He is also the Artistic Director of Young, Gifted and Black and has spoken at conferences all over the world. He is well versed in event production, artistic media campaigns and was the National Director of Youth Speaks, Inc. and Executive Producer of Brave New Voices for 12 years. Fun Fact: He survived a coup while studying with ballet Africaines in Guinea, West Africa!

FISCAL MANAGEMENT ASSOCIATES



FMA exists to build a community of individuals with the confidence and skills to lead organizations that change the world. Since 1999, our dedicated consultants have served nonprofit organizations nationwide and around the world by helping them develop the capacity they need to fulfill their missions more effectively and efficiently. Foundations and city government agencies routinely call on FMA to strengthen grantee operations and fiscal management, improve their own grant-making capacity, and increase the financial knowledge of their staff. Nonprofit organizations seek out FMA for advisory services and practical tools to surmount challenges and navigate significant decisions.



Jessica Huey

Jessica Huey is a Consultant with FMA's Bay Area office. She brings 10 years of experience serving the public and nonprofit sectors, and enjoys leveraging her background in budgeting, financial analysis, and navigating complex processes/stakeholders to help nonprofits streamline operations. Her areas of expertise include strategic financial modeling, budgeting, and coaching nonprofit organizations on financial management. Jessica holds an MPP from Harvard University's John F. Kennedy School of Government and a BA in Public Policy from Brown University. Fun Fact: Jessica is an avid fan of The Voice.



Rebecca Coker

Rebecca Coker is a Lead Consultant at FMA’s Bay Area office. She brings over 20 years of experience in both the private and nonprofit sectors to her work with FMA clients, and has worked with diverse nonprofit and philanthropic clients of all sizes. Her areas of expertise include strategic financial analysis for nonprofit organizations, assessments of nonprofit fiscal infrastructure, and change management. She holds a MPA with a specialization in International Nonprofit Management and Policy from New York University’s Robert F. Wagner Graduate School of Public Service and a BS in Chemical Engineering from Purdue. Fun Fact: Rebecca’s favorite shero is Wonder Woman.



Roxanne Hanson

Roxanne Hanson is a Senior Consultant at FMA’s Bay Area office. She brings 25 years of experience in the nonprofit sector to her work with FMA clients, and has extensive experience with developing curricula and delivering trainings to a wide variety of audiences. Her areas of expertise include nonprofit planning, operations, and financial performance management. Roxanne holds a BA in International Studies with a Minor in Women’s & Gender Studies from American University. Fun Fact: Roxanne holds the record for the 12-year-old girls’ backstroke for the Houston-based TowneWest Tidal Waves.

FLOURISH AGENDA, INC.



Originally founded as Leadership Excellence in 1995, Flourish Agenda is a national nonprofit consulting firm with over 25 years of practice, research, and capacity building experience in strengthening the capacity of community organizations’ service delivery to youth of color. Flourish Agenda’s mission is to build communities and institutions in which young people of color can flourish. We design strategies that unlock the power of healing and well-being and engage youth of color and adults who serve them in transforming schools and communities. Flourish Agenda supports youth-serving institutions with healing strategies that allow young people to overcome community and personal trauma.



Dr. Shawn Ginwright

Shawn Ginwright, PhD is a leading expert on African American youth, youth activism, and youth development. He is a Professor of Education in the Africana Studies Department at San Francisco State University and founder and Chief Executive Officer of Flourish Agenda, Inc., a national nonprofit consulting firm that supports schools, foundations, and youth serving organizations to design strategies that unlock the power of healing and engage youth of color and adults in transforming their schools and communities. He has authored several books, including “Hope and Healing in Urban Education.” Shawn is also a triathlete, and an avid sailor.

FOUNDATION CENTER



Established in 1956, Foundation Center is the leading source of information about philanthropy worldwide. Through data, analysis, and training, it connects people who want to change the world to the resources they need to succeed. Foundation Center maintains the most comprehensive database on U.S. and, increasingly, global grantmakers and their grants — a robust, accessible knowledge bank for the sector. It also operates research, education, and training programs designed to advance knowledge of philanthropy at every level.



Ganga Dharmappa

For more than a decade, Ganga has led training, capacity-building, and development efforts within the nonprofit sector, and she has focused on increasing access and safety for marginalized and underserved communities. Prior to joining Foundation Center, Ganga worked at the Asian Women’s Shelter in San Francisco and Girls Incorporated of Lynn, Massachusetts. Ganga holds a B.A. in English from Cornell University and an M.F.A. in writing from the University of San Francisco. She is a short fiction writer and occasional poet. In her spare time, she also serves as a postpartum doula for newly expanded families.



Lori Guidry

Lori oversees Foundation Center West public services and programming for the social sector in the Bay Area — helping nonprofits in the region find the information and tools they need to be successful. She also serves as a trainer for Foundation Center-branded curriculum around fund development and related courses. Lori has worked in information services for more than 15 years, specializing in business and marketing topics, including corporate social responsibility. A native of Chicago, she earned her Master’s in Library & Information Science from Dominican University in River Forest, IL. Lori has moved seven times in her adult life and has lived in four states.



Michele Dilworth

Michele is responsible for elevating and expanding the reach of Foundation Center across the western region by building partnerships and strategies that strengthen the capacity of the regional social sector. For 20+ years Michele has raised brand profiles, built teams, and contributed to the success of both private and nonprofit organizations. She began her career in tech product development and marketing before transitioning to the nonprofit sector where she has worked in the arts (Asian Art Museum), social services (Edgewood Center for Children and Families), and global affairs (World Affairs Council). Grasshopper pie is her favorite flavor of ice cream.

INTERSECTIONS CONSULTING



Established in 2009, Intersections Consulting (IC) is headed by Dr. Darlene A. Hall. IC envisions a world where human differences are celebrated and equal access is a reality for all. IC's mission is to build bridges of deep respect and acceptance across boundaries that artificially divide us while advancing access to opportunities. Putting its values and aspirations into practice, IC provides consultation, training, coaching, technical assistance, and facilitation in Mental Health, Organizational Development/Capacity Building, Program Evaluation, Program Planning and Curricula Development, Leadership Development, Youth Development, Fundraising, Power/Privilege and Diversity, and Sports/Athletics and Health. Utilizing a developmental, systemic, and strengths-based approach, all of IC's work is grounded in communities' sociocultural realities and experiences.



Dr. Darlene A. Hall

A black lesbian Psychologist with strong social justice values. She has 25 years of experience in the nonprofit and philanthropic sectors, working to improve the lives of disenfranchised communities, including people of color, low-income, women, children/ youth, LGBTQ, people who are homeless, and combinations therein. She as a private psychotherapy practice and consulting business, Intersections Consulting, providing consulting, training, facilitation, technical assistance, and coaching in mental health, organizational development, program evaluation and planning, leadership development, youth development, fundraising, power and privilege, and sports/health. Darlene feeds her spirit with sports, reading, writing, Star Trek, musicals, volunteering in her communities, and laughter.

MOVEMENT STRATEGY CENTER



Movement Strategy Center understands that transformative movements change the way we think, our structures and systems, the way we live, and even who we are. Movement Strategy Center's approach is grounded in four elements that are the core of transformative movement building: leading with audacious vision and bold purpose; deeply embodying the values at the heart of the vision; building radical and deep community around the vision; and using all of that – vision, embodiment, and connection – to strategically navigate toward the future.



J. Ishida

J. Ishida (they/them) brings 17 years of community organizing and youth development experience working with youth and adults to build power and create lasting changes in their communities. They have deep expertise in campaign strategy, recruitment and retention, leadership development, and narrative strategy. J. has also helped to guide organizations through leadership transitions, strategic planning, and assessments to create organizations that are sustainable, effective, and accountable to their values and constituents. J. is a former board member of the Genders & Sexualities Alliance Network and founding member of Liberation Ink, a silk-screening collective whose profits support social justice organizations.

NICKY MACCALLUM



Nicky MacCallum

Nicky is the Counseling Services Director for Youth ALIVE!, Oakland, CA. She is an instructor for UC Berkeley extension, co-chair of the Therapist's Working Group for the National Network of Hospital-based Violence Intervention Programs (NNHVIP) and was a Collaborative Investigator for the DSM-5 field trials contributing on Trauma and Stressor-Related Disorders as well as Depressive Disorders. Nicky has more than twenty-five years of experience collaborating with victims of crime services, family reunification, foster care, juvenile and adult justice systems, community-based services, residential care, school, and hospital-based programs. Nicky grew up by the ocean and still loves to snorkel whenever possible.

PATHWAYS CONSULTANTS



Formed in 2005, Pathways Consultants is dedicated to helping organizations become high performing, responsive to change, and rooted in a commitment to continuous improvement. We are in service to and partner with communities who have historically been excluded from or are on the periphery of the most fundamental economic opportunities. Our team is fueled by a vision in which all people have full access to and participation in the institutions and centers of power that drive the economy and which feed our families, communities and hearts. Our work is asset-based and grounded in Youth Development theory and practice. Pathways Consultants works at the intersection of organizational, human and program development; recognizing that all are essential for a high performing organization.



Amanda Gerrie

Amanda is passionate about building opportunities for young people to have meaningful careers. She does this by building impactful programs and providing expert consultation, engaging and fun trainings and individualized coaching to community service providers. In her 20+ years in youth and adult workforce development she has provided direct services to people with barriers to employment, supervised teams and worked in policy development. Amanda is a Career Service Provider Instructor and Life Coach. She holds a Masters' in Public Administration and undergraduate degree in Child Psychology and has broad expertise working with youth and adult programs throughout the Bay Area.



Kim Coulthurst

Over the last 27 years, Kim Coulthurst has run a wide range of Youth Workforce Development programs: a city-wide environmental education and beautification program; a federally-funded, subsidized employment program; a youth-run employment screening and referral program; two AmeriCorps programs; and a Youth Enterprise Incubator where youth started and ran their own enterprises including a youth nightclub, licensed preschool, recording studio, mural projects, multimedia arts studio, and more! Kim's passion for training and coaching adults is fueled by her commitment to fostering communities in which all young people have access to the same opportunities and resources.

SPARK DECKS



Spark Decks was co-founded by Eva Jo Meyers and Oscar Wolters-Duran in 2014. Our workshops, technical assistance, and coaching draw on our Spark Decks, a set of practical, easy-to-use pedagogical tools. Each deck offers “micro-practices” to help youth development professionals creatively address their self-identified areas for improvement. Oscar has 25 years of youth development experience, including twelve years as a coach, consultant, curriculum developer, and trainer, working with districts and cities across the United States. Eva has held positions as a classroom teacher, in afterschool programs including the Boys and Girls Club of San Francisco, and as a District Coordinator for ExCEL for six years before becoming a consultant in 2010.

Eva Jo Meyers



As a trainer and consultant for youth-serving programs, Eva has heard over and over again that time is limited, that learning opportunities need to be embedded into the work staff are already doing, and that a little support goes a long way. These three realities led her to the idea of using a deck of cards as an easy means of making the best use of valuable staff time and resources. Over the course of her career, she has studied the influences of culture on pedagogy as a Fulbright Scholar in Thailand, working with newly legalized alternative schools that were introducing innovative ideas to the traditional Thai educational system. She has also worked as a Spanish bilingual classroom teacher in New York, as an education director with the Boys and Girls Clubs, and launched and managed the Expanded Learning Collaborative Technical Assistance Project, a cutting-edge city-wide out of school time capacity-building project in San Francisco.

Oscar Wolters-Duran



Oscar has been involved in education, afterschool, and summer programs for most of his life. He started in 1992 as a reading specialist for the Institute for Reading Development, and has since served as a program leader, supervisor, curriculum developer and executive director. For the past fifteen years he has had the privilege of meeting thousands of afterschool professionals throughout the country, as a trainer and coach in the areas of social and emotional learning, literacy development, classroom management, and project-based learning. He firmly believes that after school and summer programs are natural places to make learning fun and relevant. One of his favorite sayings is that children are not buckets to be filled with knowledge, but sparks to be ignited. Oscar is also the author of the children’s book “Marina’s Capoeira Countdown.”

SPECIAL NEEDS INCLUSION PROJECT



Since 1982, Support for Families has worked to ensure that families of children with any kind of disability or special health care need, and the providers who serve them, have the knowledge and support to make informed choices that enhance children’s development and well-being. The Special Needs Inclusion Project (SNIP) is a program within Support for Families. SNIP helps San Francisco out-of-school time programs create environments that are welcoming and inclusive for ALL children, both with and without disabilities. SNIP does not diagnose children; rather, it supports programs to ensure that all children are able to participate successfully. SNIP accomplishes this by providing city wide inclusion workshops, on-site technical assistance and web-based information and resources.

Alison Stewart



Alison Stewart has worked with individuals with disabilities for over 35 years. She spent 12 years working as an activity leader, teacher, program coordinator and program director in school programs and licensed after school programs. For the past 23 years she has created staff development programs, at both San Francisco State University and Support for Families, aimed at facilitating the full inclusion of people with disabilities in community programs. Alison has a BA in Recreation Administration with an emphasis in Therapeutic Recreation and a Multiple Subject Teaching Credential. Alison likes to make quilts in her spare time.

REQUIREMENTS



Requirements

To qualify for a DCYF University Certificate of Completion you must meet the following requirements, which are explained in more detail in the following sections:

- Core Course Requirements
- Specialization Requirements

Course Selection & Enrollment

Successful applicants will arrange a time to speak with the DCYF Technical Assistance & Capacity Building Coordinator, who will explain all requirements, set up a course schedule, and offer any necessary additional support.

After selecting courses to complete your certification, you will be automatically registered online and receive priority enrollment for the class dates and times that you select. *It is important to note that many of the DCYF University courses are also open to the public and will include both DCYF University participants as well as general direct service providers.*

Attendance Requirements & Verification

You are required to attend **all** workshops in order to receive a Certificate of Completion. If you miss a workshop, you must attend an alternative workshop. Please note course availability is limited, and failure to show up or make arrangements with your DCYF University liaison may result in forfeiture of your certificate of completion and any additional incentives.

CORE COURSE REQUIREMENT WORKSHOPS



Core Course Requirements

The core workshop requirement is designed to introduce you to foundational information that will assist you in your journey to becoming a better youth worker. There are five categories of Core workshops: **[B] Behavior/Group Management**, **[D/SJ] Diversity/Social Justice**, **[F] Fiscal Administration**, **[T] Trauma** and **[YD] Youth Development**. Each category has a code associated with it and only those workshops carrying that code satisfy the core course requirement. In order to receive a DCYF University Certificate of Completion in any Specialization, you must participate in at least one training from each core category as well as two mandatory workshops, “Essential Components of Trauma Informed Care” and “Youth Development 101.”

[B] Behavior/Group Management

[B] Establishing Behavior Management Systems – Be the Change Consulting

Have you ever felt like you would be an amazing instructor if you didn't have to deal with all the behavior interruptions? Well, you are not alone. Supporting young people to work productively in groups is one of the most challenging aspects of youth work. As young people learn to navigate the world amongst 20 or more of their peers going through growth spurts, hormonal shifts and group dynamics we are sure to hit a hurdle or two. In this fundamental workshop participants will learn strategies to establish clear behavior expectations, teach youth how to manage their needs, and reinforce the idea that being part of a group means balancing personal needs with those of the community. Participants will learn to re-frame conflict in their groups as learning opportunities to deepen relationships and build skills. This training builds on the youth development principles of engagement, skill building, and community involvement.

[B] Behavior Guidance & Classroom Management through a Social Justice Lens – Edutainment for Equity

It's about culture. It's about communication. It's about relationships. It's about safety. Guiding young people to success requires so much. It can be hard to know what to say and how to say it or where to draw the line. What is clear is that young people need a space where learning can take place and where who they are is accepted, validated and integrated. Come to this creative workshop experience and design an inclusive classroom culture that is conducive to learning and to socio-emotional development.

[B] Positive Strategies to Support Youth Behavior – Spark Decks

In this workshop participants will explore why children and youth misbehave in the first place, explore strategies to better meet youth needs in an equitable way, and will learn dozens of practices to support positive behaviors. As with all Spark Decks workshops, we will focus on the process of innovating new ideas from a “spark” and reflecting and modifying activities each time they are implemented. In this way, learning-on-the job and the continuous quality improvement cycle are embedded into the workshop.

[B] & [D/SJ] Power of Positive Messages: Helping Children and Youth Develop Positive Behaviors – SNIP

Building positive relationships in your after school programs is one of the most effect strategies you can use to improve everyone's experience – staff, kids and parents. This workshop will start you in the right direction. First, we'll look at how to “reframe” behavior and think about the strengths children and youth have, rather than what pops out as what is “wrong”. Then, we'll explore and practice some easy strategies you can use throughout your program when giving directions, redirecting behavior and just plain talking with kids.

[D/SJ] Diversity/Social Justice

[D/SJ] Incorporating Engaging Literacy Activities into Expanded Learning – Spark Decks

In this engaging and interactive workshop, participants will try out a wide range of fun activities and practices that build literacy skills that engage young people’s minds through “disguised learning.” As with all Spark Decks workshops, we will focus on the process of innovating new ideas from a “spark” and reflecting and modifying activities each time they are implemented. In this way, learning-on-the job and the continuous quality improvement cycle are embedded into the workshop.

[D/SJ] & [YD] Educating the Black Child Conversation Series – Edutainment for Equity

Edutainment for Equity will facilitate three public conversations about educating children from marginalized communities in San Francisco. Each of these talks will feature one renowned scholar in dialogue catalyzed live artistic presentations from performers who work at the intersection of art education. These facilitated conversations will feature a live DJ and performance. Attendees leave these events with new models for understanding the critical relationship between community context and successful education.

[D/SJ] & [YD] Everyone is Welcome: Creating Inclusive Out of School Time Programs – SNIP

This workshop is designed to introduce a definition, philosophy and vision for the inclusion of children and youth with disabilities in Out of School Time (OST) programs. In addition participant will learn new strategies to improve inclusive experiences and be given tools and criteria to help identify successful inclusive strategies. *Audience: OST line staff and staff supervisors.*

[D/SJ] Cultural Mindfulness Institute (3-Day Series) – Edutainment for Equity

Within the youth development and education field, there are so many challenges that stand in the way of success, many of which are out of our control. Poverty, police brutality, sexual exploitation, the school to prison pipeline are all things will impact our programs, but that doesn’t have to stop us from providing quality, social justice framed programs. This can be achieved through intentional, asset based, culturally relevant program design. In this three-day institute, you will redesign your program from the ground up and get strategies for shifting your current practices to align with your vision.

[F] Fiscal Administration

[F] Finance for Non-Finance People – FMA

Designed for non-finance staff, this course will provide guidance on the nuts and bolts of financial management for nonprofit organizations. We will explore how to develop and monitor budgets, understand financial reports and the accounting cycle, and build the critical relationship between non-program staff and their counterparts on the fiscal team.

[T] Trauma

[T] & [YD] Essential Components of Trauma Informed Care – Nicky MacCallum

Please note this is a mandatory training for all Specializations.

Trauma Informed Care is an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of trauma. This training provides a framework for ongoing effective implementation of trauma informed care treatment strategies. The training goals are to increase the participants understanding the key components of an effective therapeutic relationship and to expand participants' knowledge of, and ability to utilize effective trauma informed treatment strategies.

[T] Introduction to Trauma Infused Youth Development and Care Practices – Intersections Consulting

This workshop will provide an overview and sociocultural critique of Youth Development history, theory, and 6 principles. Participations will be able to learn about the "Stress to Trauma" model, describe 6 types of trauma and 2 frameworks to understand common symptoms of trauma. Lastly, there will be an emphasis on the importance of care practices (individual and organizational) to reduce the impact of secondary trauma among staff, and, hence, within organizations.

[T] Understanding Trauma and its Impact – Nicky MacCallum

To ensure effective trauma informed care, it is essential that service providers increase their understanding of trauma and its potential impact on the individuals we serve. This training is an introduction to the essentials of understanding trauma and its impact. Training Goals are to increase participants understanding of trauma, potential sources of trauma, and awareness of its impact and to increase participant's awareness and understanding of resiliency building tools that improve outcomes for healing.

[T] & [YD] Healthy Boundaries: Best practice for Client Care & Staff Wellbeing – Nicky MacCallum

In their desire to "go the extra mile," to effectively serve trauma impacted clients and communities many providers may experience a blurring of boundaries. This can negatively impact client care and the provider's well-being. Professional boundaries are guidelines for maintaining a positive and helpful relationship with clients. Understanding boundaries helps caregivers avoid stress and misconduct, recognize boundary crossings and provide the best possible care. Training Goals are to increase participants understanding of healthy boundaries in professional relationships and to support service delivery that ensures all clients are treated with equity while minimizing provider compassion fatigue.

[YD] Youth Development

[YD] Youth Development 101 – Be the Change Consulting

Please note this is a mandatory training for all Specializations.

This session will introduce new and novice youth workers to the history, principles and practices of youth development. By shifting our approach from one where we “fix kids” to one where we build on their assets, we challenge young people to engage their own learning and growth; and we build their capacity to contribute to their community.

[YD] Youth Worker 101: An Orientation to the After-School Field – Be the Change Consulting

Whether you are new to the field of after school or have been around for a few years, this session will help orient you to the emerging field of youth work. This workshop will introduce staff to the history, rules and regulations of working in the after-school field and help practitioners identify professional strategies that model Youth Development theory.

[YD] & [D/SJ] Educating the Black Child Conversation Series – Edutainment for Equity

Edutainment for Equity will facilitate three public conversations about educating children from marginalized communities in San Francisco. Each of these talks will feature one renowned scholar in dialogue catalyzed live artistic presentations from performers who work at the intersection of art education. These facilitated conversations will feature a live DJ and performance. Attendees leave these events with new models for understanding the critical relationship between community context and successful education.

[YD] Preparing Youth for Post-Secondary Education – Pathways Consultants

What does it mean to be college ready? Do your Young People possess the skills and knowledge necessary for success in post-secondary opportunities including Career and Technical Education (CTE)? How do you prepare them for the transition itself? And how do you take on preparing kids when this isn't your central charge? Discover frameworks that provide a foundation for your work to prepare young people for postsecondary opportunities, practices that you can implement in your program and gain the tools available to help you assess learning and design and deliver program. *Audience: Youth Workforce and High School/TAY direct service staff or coordinators/managers. Any number of years of experience.*

[YD] Developing Meaningful and Engaging Curriculum – Edutainment for Equity

If the goal is a better world, then we must move toward that goal vigilantly. We need programs that transform and liberate. We need lessons and activities that open minds and challenge assumptions to create social change. How do we design curriculum that will capture their imaginations and make them question the world's conditions? In this workshop you will be lead through a tried and true process and receive tools for planning curriculum that will not only engage your students but will also develop their skills and their socio-emotional literacy.

[YD] & [B] Social Emotional Learning Skills to Resolve Conflict – Be the Change Consulting

We all know the saying—the best offense is a great defense. This training focuses on the Building Intentional Communities Climate Builders—simple and creative strategies to co-create a vibrant community with youth using values of fairness, peace and justice embedded into the core. Participants will learn strategies to prevent 80% of behavior issues from ever occurring, and intervention strategies to address isolated behavior issues using community processes.

SPECIALIZATIONS



Specializations

A Specialization is an area in which you would like to have deeper knowledge and understanding. There are five areas of Specialization:

1. **Youth Development Best Practices General or with a Trauma Informed Focus**
2. **Youth Leadership, Empowerment and Advocacy for Adult Staff and Emerging Youth Leaders (16-21 year olds)**
3. **Facilitating Career Development Institute (FCDI)**
4. **Executive Leadership**
5. **Certified Nonprofit Accounting Professionals (CNAP)**

Youth Development Best Practices

The Youth Development Best Practices Specialization is designed to increase the knowledge, understanding and capacity of program participants. Participants will be able to effectively train their staff around youth development best practices and gain practical tools to support implementation. The Youth Development Best Practices Specialization has two focuses: Trauma Informed and General. The Youth Development Trauma Informed focus is designed to increase the knowledge and understanding around Trauma Informed Care and to help transform staff to operate from a Trauma Informed lens. The Youth Development General focus is designed to increase the knowledge, understanding and capacity of a program to effectively train their staff around youth development best practices and principles. Participants must demonstrate mastery by completing a capstone project.

Youth Development Best Practices with a Trauma Informed Focus

To receive certification in this Specialization, participants must complete a 6-course workshop series on trauma informed youth development offered by **Intersections Consulting** or an 8-course workshop series on trauma offered by **Nicky MacCallum**.

Youth Development Best Practices General

To receive certification in this Specialization, participants must complete no less than eight workshops in the [YD] Youth Development category in addition to the [YD] Youth Development core course requirement workshop and the mandatory “Youth Development 101” workshop (totaling a minimum of 30 hours). Participants may use any eight workshops coded under the [YD] category to fulfill the Specialization requirement. Please see the DCYF Technical Assistance calendar for the full list of workshops coded under the [YD] category, which is made up of offerings from **Be the Change Consulting, Edutainment for Equity, SNIP, Pathways Consultants, and Nicky MacCallum**.

Upon completion of all requirements, participants will receive 3 units of credit through San Francisco State University’s Department of Ethnic Studies and/or Extended Learning Program, as well as a DCYF University Certificate of Completion.

Youth Empowerment, Leadership & Advocacy

The Youth Leadership, Empowerment and Advocacy Specialization is a cohort based program for 1) aspiring youth leaders ages 16-21 who have demonstrated their readiness and desire to deepen their leadership work and 2) adult staff delivering programs focused on youth leadership and empowerment. Both groups will participate in separate 8-month long cohorts that will converge at the end in a 2-day gathering where they will come together and share what they've learned.

Adult Staff Cohort

Adult staff will participate in The Youth on Fire Cohort (YFC) hosted by **Edutainment for Equity**. YFC is designed for youth development professionals that are looking to develop or strengthen youth leadership within their organizations. If you are responsible for facilitating a youth board or a youth led project, Youth on Fire is for you. As a member of YFC, you will receive:

- 10 professional development trainings on the YFC pedagogy
- 3 hours of one on one coaching
- The YFC Manual and other curriculum
- Guided support for increasing your SAPQA scores
- A report that shows your progress for your organization
- College credit (DCYF University Members Only)

Emerging Youth Leaders Cohort (Ages 16-21)

Emerging youth leaders will participate in a cohort hosted by **Movement Strategy Center (MSC)**, whose central framework for youth leadership development outlines the connected nature of personal transformation and community change. MSC believes that successful youth leadership development lays the foundation for life-long civic engagement. Studies have shown that young people who gain the experience of shaping their lives and communities are more likely to continue that engagement as adults. These youth leaders require a transformative framework in which they are supported to move from cultures of personal crisis and survival to resilience and interdependence. The transformative youth leadership framework illustrates how direct services, youth development, youth leadership, and youth organizing strategies work together to provide the comprehensive developmental framework that supports transformative leadership. As a DCYF University Member you will receive:

- Eight DCYF Youth Empowerment Leadership and Advocacy trainings which cover the following topics: Youth Participatory Action Research, Strategic Communications, Public Speaking, Intro to Power and Privilege, Intro to Advocacy and Organizing
- Coaching for individual and/or agency
- Access to participate in a 3-day retreat at Marin Headlands Hostel with youth leaders from across the Bay Area

Upon completion of all requirements, participants will receive a DCYF University Certificate of Completion.

Facilitating Career Development Institute (FCDI)

The Facilitating Career Development Institute (FCDI) Specialization is designed for professionals with at least 6 months of direct service experience, at any level of services delivery (direct service, coordination/management, executive). FCDI professionals will gain the skills and knowledge to assist others in planning careers and obtaining meaningful work.

This in-depth Facilitating Career Development Institute, offered via a blended learning platform, includes a minimum of 120 class/project hours and a student manual. The requirements for this certification are set by the National Career Development Association (NCDA). The Student Manual (“Facilitating Career Development” in its 4th Edition) is published by NDCA and is required reading. Participants must correctly answer 70% of questions for each chapter quiz to demonstrate mastery. Additionally, each participant demonstrates mastery via a capstone group project relating to the workforce development field and benefitting the community. Competencies for the Career Development “Degree”:

1. Helping Skills – Be proficient in the basic career facilitating process while including productive interpersonal relationships.
2. Labor Market Information and Resources – Understand labor market and occupational information and trends. Be able to use current resources.
3. Assessment – Comprehend and use (under supervision) both formal and informal career development assessments with emphasis on relating appropriate ones to the population served.
4. Diverse Populations – Recognize special needs of various groups and adapt services to meet their needs.
5. Ethical and Legal Issues – Follow the NCDA Code of Ethics and the GCDF Code of Ethics and know current legislative regulations.
6. Career Development Models – Understand career development theories, models, and techniques as they apply to lifelong development, gender, age, and ethnic background.
7. Employability Skills – Know job search strategies and placement techniques, especially in working with specific groups.
8. Training Clients and Peers – Prepare and develop materials for training programs and presentations. Program Management/Implementation – Understand career development programs and their implementation, and work as a liaison in collaborative relationships.
9. Promotion and Public Relations – Market and promote career development programs with staff and supervisors.
10. Technology – Comprehend and use career development computer applications.
11. Consultation – Accept suggestions for performance improvement from consultants or supervisors.

*Facilitated by **Pathways Consultants**.*

Upon completion of all requirements, participants will receive a Facilitating Career Development Certification from the National Career Development Association and a DCYF University Certificate of Completion.

Executive Leadership

The Executive Leadership Specialization is designed for Executive Directors with at least 3 years leading a non-profit organization. The 18-month long program consists of monthly day-long, subject-relevant workshops, customized professional coaching, individualized study trips, retreats, and peer-to-peer learning and coaching. Each month, participants will meet to engage with a curriculum of specific, relevant and transformative leadership and management topics. The cohort begins January 2019.

Certified Nonprofit Accounting Professionals (CNAP)

CNAP is the only nationally recognized certification program for nonprofit accounting professionals, and it regularly receives high accolades from graduates for its comprehensive curriculum. Examples of topics covered in CNAP include:

- Financial Reporting
- Internal Controls
- Budget Development
- Governance
- IRS Form 990

The 3-day course gives participants the ability to immediately apply their new knowledge in practical and meaningful ways. Meals are included and CPE credits can be earned by CPAs. Anyone can participate in the CNAP training. Requirements for certification, however, include:

- Minimum 18 months experience working in a financial role for a nonprofit organization
- Completion of program

*Facilitated by **Fiscal Management Associates.***

Upon completion of all requirements, participants will receive a CNAP Certification and a DCYF University Certificate of Completion.

CONTACT US



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MEET THE TECHNICAL ASSISTANCE & CAPACITY BUILDING TEAM

DCYF is committed to improving program quality and driving better outcomes for program participants, and understands that we must invest in the professional development of staff who administer and deliver programs. We strive to meet the various needs of the field including front-line staff, program administrators, and non-profit executives at all levels of experience. DCYF embraces a holistic approach to Technical Assistance and Capacity Building by designing a multilevel system for training and support. We aim to build a stronger field of youth workers to increase the skills and abilities needed to implement high quality youth development programming and improve the quality of services that are available to SF communities. For more information, please visit our Technical Assistance and Capacity Building page at <https://www.dcyf.org/index.aspx?page=165>

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SF DEPARTMENT OF



CHILDREN YOUTH
& THEIR FAMILIES