Community Outreach

**Abstract**

Community Outreach is where every team member gets a chance to plan, coordinate, and run their own outreach event that will evoke passion for robotics and STEM. Outreach is where students and mentors from our team plan and conduct an educational program of some form for the public that teaches them about what our team is and what we do in regards to STEM and FIRST. Outreach enriches the community and shares the passion that Skunks have for robotics and STEM. Outreach events can range from a presentation on our team and robotics, to a robot demonstration, to a library workshop with Lego Mindstorm kits where kids can build and program their own Lego robot. This allows every student to work on something they believe and are interested in doing. Community Outreach is where people in a community is exposed by STEM, specifically FIRST. Each student paired up is in charge to plan, coordinate, and run their own community outreach event. The main purpose of having students create their own community outreach event while at the same time having other students from underserved backgrounds to STEM. Mainly this allows every student to experience running their own event while gaining organization skills and public speaking skills. Additionally, it allows students to follow through on commitment and helps students experience the feeling of making a difference. Community Outreach gives the students the opportunity to understand and feeling of making a difference and influencing younger children.

Having passion for the people we’re impacting is important—hosting your own community outreach event allows you to take ownership and focus on what you’re passionate about in outreach. Every student will plan a community outreach event before receiving their game shirt, which must be completed before the start of next season in order to compete on the team. Senior students must complete their event before the season ends.

**Designing an Event**

1. Two of the leaders of the business subteam plan ahead of time and create a community outreach event planning checklist and another worksheet talking about guidelines.
2. They both create a list of pair teams that each include a senior member and rookie.
3. These two members then introduce the community outreach plan and requirements to the team
4. After they announce pairs, those pairs are let alone to complete deadlines.
5. Pairs brainstorm an event and submit their idea to the two coordinators.
6. Students send an initial contact email with someone involved with the community they want to work with.
7. After getting the response, begin to plan when, the time, what materials, how attendees, and how many team members will be needed.
8. Check and confirm the date, time, and other additional information related to the coordinator of the place.
9. After this have each pair of team members announce and lets the team know about the event.
10. At least two weeks before the event, have other team members and at least one adult sign up for the event.
11. On the day of the event, run the event.
12. Within a week after the event have a complete debrief form.

How it shown to your team by informing them that it is a requirement and create papers, timelines, checkpoints to organization.

Pairs need to make a plan and brainstorm of an event that will consist of doing an activity with a community. These should probably consist of sharing STEM with something that impacted your life (Boy Scout troop, etc.), sharing STEM with a community who needs it (Old folks homes, etc.), but mainly something you are passionate about. Additionally, the events can take place at any time during the year, pre-season, post-season, and/or summer.

They should also be thinking of what materials, and resources will be needed. Then communicate with the primary contact involved with the community targeted and communicate when, where, what time, how many people will be attending at the event taking place. After getting information about the event, plan on reaching out to your team to sign up who will be helping, at least 5 or more students.

Elementary/Middle School Robot Demonstrations, volunteering with local FLL Teams, FIRST at the Science Center/Museum of Flight, Lego Robotics Workshops at Libraries or Community Centers, etc.

**Running an Event**

**Materials**

Workshops:

·         Lego Kits

·         Laptops

Presentations/Demos:

·         Laptop with powerpoint/presentation

·         FIRST videos

·         Robot

It’s important that you plan ahead on gathering materials and being prepared on the plan. Make sure to take attendance of who is there to help. It’s very important to take pictures for further projects. Make an introduction of why you’re there while making sure you talk about FIRST.

**Summer Outreach**

One of the ways we reach out to the community is through summer outreach. Over the summer, each student has to participate in a variety of summer outreach events that include a variety of library workshops, a Fourth of July parade, challenge air, and a week-long Girl Scouts camp. This is how Skunk Works is year-long operation. Library workshops are where mainly for young kids to come and learn how to build and program Lego Mindstorm robots. Ways we also reach out is by having demonstrations and booths at events where we talk about our team, our robot, and FIRST as a whole.

**Appendix**

**Community Outreach**

This year, just like last year, *YOU* get the chance to plan, coordinate, and run your very own outreach event! This allows you to do something that you believe in and are interested in, not something we are interested in. Here’s how it all works.

**This is the mission statement of our outreach:** “To expose more students from underserved backgrounds, primarily in the Highline School District, to STEM.”   
*Almost any outreach event that fits this mission is fair game!* This new model is all about freedom, creativity, and relationships: it’s up to you!

**Here are guidelines for the event you plan:**

1. Students are placed in teams of two (senior members work with rookies)
2. Events should be at least one-hour long
3. Events should employ 5 or more students
4. Student’s can’t get taken out of school for events
5. There needs to be adult supervision (either a parent or mentor must sign off)
6. Before confirming a date and time tell your contact: “I will check with my team and get back to you to make sure that date works for us.”
7. Each event must have photo documentation and data recorded in the outreach form
   1. Pictures of event taking place
   2. Picture(s) of all attending Skunks + Adult chaperone
   3. Picture(s) of location
8. Events can take place at any time during the year, pre-season, post-season, and summer.
   1. Seniors must have their events take place before the end of the year when they graduate.
   2. Robotics is a class, your grade will be affected if you do not carry out your event. If your event takes place in the summer and you do not carry it out, you will not be allowed to return to the team the following year.

**Some ideas from your brainstorming:** (Be creative!)

* Elementary/Middle School Robot Demonstrations
* Volunteering with local FLL Teams
* FIRST at the Science Center/Museum of Flight
* Lego Robotics Workshops at Libraries or Community Centers, etc.
* Sharing STEM with something that impacted your life (Boy Scout troop, etc.)
* Sharing STEM with a community who needs it (Old folks homes, etc.)
* Something you are passionate about

**Community Outreach Event Planning Checklist**

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| **Goal and Deliverable** | **Date Due** | **Verification** |
| Brainstorm event and Submit idea for approval to Erin and Ailis  *(Event description)* | Thursday, September 22 | *Initial:* |
| *Date:* |
| Initial contact via email  *(Sent email)* | Tuesday, September 27 |  |
|  |
| Response from event contact  *(Received email) If you do not get a response send a second email after a few days and then call if you still don’t get a response* | Thursday, September 29 |  |
|  |
| Plan Event  *(Date and time of event, materials list, and number of people)* | Thursday,  October 13 |  |
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| Finalize Communication  *(Email with confirmation of date/time)* | Tuesday, October 18 |  |
|  |
| Submit Event for Posting  *(Event on team Calendar)* | Thursday,  October 20 |  |
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| Sign Students Up  *(Need at least one adult signed up)* | 2 Weeks Before Event |  |
|  |
| Run Event  *(Adult signature)* | Day of Event |  |
|  |
| Debrief  *(Fill out debrief form, one form per person)* | Within 1 Week After Event |  |
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