

Geauga and Lake County

Youth Led Prevention

...preparing youth to be leaders among their peers in the process of prevention.

March 15, 2013

Dear Youth Leaders,

Please collect information and registration materials from the Lake County P.L.U.S. web site (www.lakecountyohio.gov/LCNA) for a **\$15 Facilitator Training** being sponsored by the *Lake & Geauga County Youth Led Prevention Planning and Training Committee* being held on **Saturday, April 27, 2013** at Chardon United Methodist Church (515 North St., Chardon, Ohio 44024). Our main objective is to train high school students in group facilitation skills. This training will be highly interactive with many activities and participant interaction. Students who are involved in any school activities (sports teams, clubs, et al) and/or community programs will benefit from this training. At the end of the training all participants will receive a *Certificate of Training*.

The agenda for the day will begin at 10:45AM with registration and will end at 7:00PM after dinner. Lunch, dinner and snacks provided. Dinner is a part of the training and participants are not allowed to leave early "because they don't want dinner." Casual, comfortable clothing is the dress of the day (*skirts not advised*).

The registration materials attached (page 3) must be filled out and emailed, faxed or sent to Officer Turoczy by **Monday, April 22**. ***No registrations accepted at the door without prior written approval.*** You can bring your \$15 with you and pay at the door, however, ***if you fail to attend you will be billed for the \$15.*** Your registration must be received by Officer Turoczy no later than **Monday, April 22nd** to reserve your spot *and give us time to purchase the food and materials needed*. Her email is lisa.turoczy@lakecountyohio.gov.

This is a mandatory training for those who wish to be Youth Staff members at our 7th and 8th grade Camp Burton program, May 15-17.

The contact person during the training is Paulie Velotta @440-823-9448. Please don't hesitate to contact Officer Willis if you have any questions or concerns prior to the training @ 440-350-3302.

Sincerely,

Youth Led Prevention Planning Committee

Advisory Board

Shari Bearce
Lake County Narcotics Agency/P.L.U.S.

Mary Alice Bell
Ravenwood Mental Health Center

Rae Grady
Crossroads

Karen Lackey
Teen Pregnancy Prevention

Julie Novotny
YLP Alumni

Matt Peterson
YLP Alumni

Kerri Quay
Teen Pregnancy Prevention

Carol Leikala
Ledgemont Local Schools

Jennifer Sevits-Vitteck
Lake County Narcotics Agency/P.L.U.S.

Lisa Turoczy
Lake County Narcotics Agency/P.L.U.S.

Paulie Velotta
Crossroads

George "Pat" Willis
Lake County Narcotics Agency/P.L.U.S.

Geauga County MHRS Board

Lake County ADAMHS Board

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Instructions

1. Print the forms below from website: www.lakecountyohio.gov/LCNA.
 - a. Facilitator Cover Letter
 - b. Facilitator Training Flyer
 - c. Chardon Map
2. Copy the **Facilitator Training Registration form** to your computer and fill it out electronically. Email the filled out form to Officer Turoczy at lisa.turoczy@lakecountyohio.gov or if you prefer you can print the form and fill in manually, then send to Officer Turoczy at P.O. Box 490/LCNA, Painesville, OH 44077).
3. **Registration cutoff is Monday, April 22.** Email or send Officer Turoczy (lisa.turoczy@lakecountyohio.gov) your registration **no later than Monday, April 22** to reserve your spot. (Must be received by April 22)
 - a. Include your **email and a phone number** where Officer Turoczy can contact you.
 - b. Once you are registered **you will be responsible to make payment even if you fail to attend.**
4. **Bring your money to the training** Saturday morning, April 27 at 11:00AM.
 - a. **All checks made payable to Geauga County Educational Service Center.**
5. Dress for an interactive day. Skirts are not a good idea.

FACILITATOR TRAINING REGISTRATION - 2013

NAME (Print): _____ AGE: _____
SCHOOL: _____ Graduation Yr.: 20_____
HOME ADDRESS: _____ PHONE: _____ - _____ - _____
CITY: _____ Zip: _____ CELL PH: _____ - _____ - _____
eMail: _____

Member of: Group/Club Affiliation: _____

Experience In Group Facilitation: ☐ Yes ☐ No

What type of group? _____ How often: _____

What type of group? _____ How often: _____

LETTER OF AGREEMENT

The Lake & Geauga County Youth Led Prevention Planning and Training Committees *Facilitator Training* will be held on Saturday, April 27, 2013 at the Chardon United Methodist Church from 10:45am-7:00pm at a cost of **\$15 (checks made out to the Geauga County Educational Service Center)**. To insure understanding of the conditions of your participation, we need you to read and sign this agreement of the following conditions.

At The Training

1. I will attend all sessions while at the training.
2. I will remain at the training all day and not leave early without prior approval of parents **AND** training coordinator.
3. I understand that **DINNER is part of the training** and I will remain through the dinner activity.
4. I will respect the rules set forth for this training.
5. I will treat both staff and other participants with courtesy and respect.
6. I will abide by the Cell Phone Policy set forth:
 - Cell phone use, including texting, is limited to official breaks and mealtimes.
 - Breaking this rule will result in: 1st offense - warning; 2nd offense - confiscation of cell phone (phone to be returned at end of training).
7. I understand that **to qualify for the 7th and 8th grade Camp Burton Youth Staff training my attendance in the Facilitator Training is mandatory**. The Youth Staff training will be held Friday evening, May 3.

I have read the above information and agree to the Letter of Agreement terms and conditions.

Student Signature

IN CASE OF EMERGENCY

1. Please contact _____ at _____ - _____ - _____, _____.

Name Phone Relation
2. Food allergies: _____ and _____.
3. Other needs: _____

I give my permission for son/daughter (print name), _____, to participate in the Lake & Geauga County Youth Led Prevention Planning and Training Committees *Facilitator Training* on April 27, 2013. I have read the above information and agree to have my child participate in the training.

*******Registrations are due by Monday, April 22.*******
Send forms to Officer Turoczy at lisa.turoczy@lakecountyohio.gov to hold your spot.

Parent(s) Name – Please Print

Signature