

# RISE



## Reach Inspire Solidify Empower



### I. Mission

The mission of the R.I.S.E. program is to reach our minority youth in the Central Arkansas area, while providing education, mentorship, and character building. The success and progression of our minority youth is and will always be our ultimate goal.

### II. Scope

The scope of this program applies to all board members, staff, volunteers, parents, and students of the R.I.S.E. program which is hosted by The New Africa Alliance and The John Cain Foundation non-profit organizations.

### III. Educational Mentoring

One Saturday of each month, R.I.S.E. will meet at a designated location for educational mentorship. Education is a key factor to the success and progression of our minority youth. It's the key to turning those negative statistics into positive ones. It is a goal to increase minority students' participation and success in collegiate studies, trade studies, and the overall well-being of our society.



#### i. Tutors

1. Volunteers will be sought out to assist students where needed. This includes providing needed insight into key areas such as mathematics, science, literature, and social studies.
2. Safety and security is a priority of the R.I.S.E. program. All volunteer tutors will be screened prior to interacting with our group of children. Screenings will include an internal background check and if needed, an external background check. Drug screenings will be performed if deemed necessary. This will ensure a safe and consistent environment for the participating children.



## ii. Program

1. Breakfast and lunch will be provided to the students and volunteers during times of study to increase focus and efficiency. Designated times will be set aside for breakfast and lunch.
2. Students will have the ability to choose which field of study they need most and freely get instruction from the correlating tutor(s).

## iii. Task

1. Determine where we will get funding for breakfast and lunch, if possible.
2. Determine how we will perform background checks.
3. Determine meetings space/location for the program.



## II. Life Skills

Often, minority children don't seem to get an equivalent or sufficient education on basic life skills. Having the insight to think freely for themselves, protect themselves, and help themselves progress in life is an ultimate goal of ours. R.I.S.E. children will benefit greatly short term and long term with these skills. We will seek out, contact, and host subject matter experts in these fields to give our children the edge. This education will be incorporated into the designated mentorship Saturdays, throughout the year.

Skill topics will include:

- i. Career Progression
- ii. Cultural Empowerment
- iii. Character Building
- iv. Finances
- v. Entrepreneurship
- vi. Self-Defense



## III. Yearly Summit

We believe our minority children should always have a safe outlet to have fun and interact with their peers and community. Every year, we will host a two day youth summit to include games, great food, and motivational key note speakers. There will be consistent oversight over the program by R.I.S.E. board members, parents, and volunteer security. This will allow a safe environment for our children to continue to smile, thrive, and learn.

- i. The R.I.S.E. board will conduct the necessary meetings before the event to determine dates, vendors, volunteers, and key note speakers. Meeting dates will be determined in one or more of the monthly chapter meetings.



## IV. Monthly Program Meetings

Consistent interaction among leaders, staff, and volunteers is key to the success and progression of the program. Official monthly meetings will be held in Central Arkansas to make decisions for changes and updates to the programs in every aspect.

## V. Quarterly Board Meetings

The R.I.S.E. board will meet quarterly to vote on program officers, meetings dates, major changes to the program, and any other critical decisions necessary for the program.

- i. The last quarterly meeting of the year will consist largely of a review of the program's progress and a determination on its next year goals.

## VI. Children's Broadcasting Station

This lab-style broadcasting program will allow R.I.S.E. youth will be able to learn on the job broadcasting skills. At KABF, they will learn radio communications from show concept to production.



## Help Arkansas Youth RISE!

We are currently looking for sponsors, volunteers, future social workers, educators of all kinds to work with us on this program. Do you have a skill that will help Arkansas Youth to RISE to their full potential?

Complete the application at:

**[JohnCainFound.org](http://JohnCainFound.org)**



# Program Positions

## Program Director

**Summary:** The program director is responsible for strategic, operational, and administrative duties of the R.I.S.E. youth mentorship program. The Director will provide oversight into program efficiency, growth, and functionality.

**Key Duties:**

- Create and maintain short and long term strategies on creating balances between mentors and mentees.
- Develop a retention plan for mentors and mentees.
- Create and implement a mentor recruitment and youth outreach plan.
- Plan and staff community outreach events, fairs, and festivals.
- Provide operational insight and direction to staff, mentors, and mentees.
- Develop and maintain community, educational, business, and political networks to ensure clear communication and growth within the program.

**Qualifications & Requirements:** To Be Determined

## Assistant Program Director

**Summary:** The assistant program director is responsible for assisting the program director in all aspects of the R.I.S.E. youth mentorship program's efficiency, growth, and functionality.

**Key Duties:**

- Seek out key figures within the community to create and maintain educational, business, and political relationships.
- Assist in developing a retention plan for mentors and mentees.
- Assist in creating a mentor recruitment and youth outreach plan.
- Assist in planning and staffing community outreach events, fairs, and festivals.
- Communicate key insight and directives to staff, mentors, and mentees when required.

**Qualifications & Requirements:** To Be Determined

## Program Manager

**Summary:** The program manager will provide insight into the direction of the R.I.S.E. program. The program manager will create, suggest, and help implement new ideas, plans, and goals for the success and growth of the program.

**Key Duties:**

- Create and maintain program's proposals, articles, and implementation transcripts.
- Introduce productivity and growth ideas to mentorship program board members and other key leaders.
- Research program perspectives and tools to increase efficiency and functionality.

**Qualifications & Requirements:** To Be Determined

# Assistant Program Manager

**Summary:** The assistant program manager will assist the program manager in all aspects of creating and implementing new ideas, plans, and goals for the success and growth of the program.

## Key Duties:

- Create, analyze and provide direction on program proposals, articles, and implementation transcripts.
- Introduce productivity and growth ideas to mentorship program board members and other key leaders.
- Assist in researching program perspectives and tools to increase efficiency and functionality.

**Qualifications & Requirements:** To Be Determined

# Secretary

**Summary:** The secretary is responsible for all aspects of administrative duties for the R.I.S.E. program.

## Key Duties:

- Organization of program schedules and files.
- Greeting program participants and guests.
- Answering and directing calls and emails when needed.
- Documenting and organizing all proposals, grant paperwork, articles, and other program paperwork in secure methods.
- Tracking and ordering program supplies.

**Qualifications & Requirements:** To Be Determined

# Treasurer

**Summary:** The program treasurer will be responsible for maintaining, tracking, developing, and archiving all aspects of the program's financial matters.

## Key Duties:

- Creating, implementing, and maintaining a program budget.
- Creating plans and strategies to increase the efficiency and productivity of program spending.
- Tracking all incoming and outgoing finances.
- Maintaining program bank accounts.
- Handling all program tax matters.
- Create relationships with grant writers and track all grant fund allocations.
- Research potential program finance assets for growth.

**Qualifications & Requirements:** To Be Determined

# Program Mentor

**Summary:** The R.I.S.E. program mentors will provide a safe, dynamic, fun place for our participants to learn important life, educational, and social skills. As a mentor you should be energetic, positive, and always looking out for our children's best interest. We need individuals who realize that our actions now have a tremendous impact on our children's future. Our program needs subject matter experts in the areas of Finance, Education, Social Justice, Business/Entrepreneurship, Creative Arts, and Collegiate Studies.

## **Key Duties:**

- Create and implement lesson plans and presentations for your area of expertise.
- Develop strategies to communicate your expertise effectively to a broad range of youth participants.
- Provide participants with educational and operational skills for your subject of expertise.
- Mentor program participants for a designated amount of time for all program participants.
- Assess a participant's needs and develop safe and helping relationships with assigned participants.
- Perform other mentor duties as needed and as assigned by program leaders.

**Qualifications & Requirements:** To Be Determined