**Community Outreach**

 This year, community outreach is going to be a little different. In the past few years, a lead person has planned, coordinated, and convinced you all to show up to each of the outreach events we do. This feels like a chore, and it doesn’t let the outreach we do really reflect our mission as a team and our vision as students. This year we changed all that. Now *YOU* get the chance to plan, coordinate, and run your very own outreach event! Here’s how it all works.

**This is the new 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 can team up in groups of two (senior members work with rookies)
2. Events should be at least one-hour long
3. Events should employ at least ten skunks\*
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)

*\* Some events don’t need 10 people—this is ok. You just need to run enough events to fill those 10 people with jobs. If an event only needs 5 people, plan two of that event.*

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

* Middle School Robot Demonstrations
* Volunteering with local FLL Teams
* FIRST at the Science Center
* Northwest Harvest

**Community Outreach Event Planning Checklist**

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| **Goal and Deliverable** | **Date** | **Initials** |
| Brainstorm Event*(Event description)* | October 15 | Done |
| Initial contact via email*(Sent emaill)* | October 22 | Done |
| Plan Event*(Date and time of event, materials list, and number of people)* | November 5 |  |
| Finalize Communication*(Email with confirmation of date/time)* | November 12 |  |
| Post Event*(Event on team Calendar)* | November 17 |  |
| Sign Students Up*(10 students and adult signed up)* | 2 Weeks Before Event |  |
| Run Event*(Adult signature)* | Day of Event |  |
| Debrief*(Fill out debrief form)* | Within 1 Week After Event |  |