# Youth Wellness Champions Program Implementation Plan Template

The Youth Wellness Champions (YWC) Program Action Plan is designed to help you bring your mental health promotion ideas to life.

This template should be filled out with the Lead, Public Health Lead and others who are involved in bringing this Initiative to life in your school (i.e., School Staff Leads, Mental Health Leads). This template will help you keep track of your goals, think through some of the resources you will need and map out what you hope to achieve.

An action plan is a living document, and it's just the first step. To make your action plan work, communication with those involved in the Initiative will be key as you revisit and revise the goals regularly. Please complete the template below, reflecting on your Initiatives goals, what you learned from the orientation and foundational training and what you know about the needs of your local community.

### **Example of Action Plan:**

Youth Wellness Champions Program: Action Plan School: Initiative: (briefly describe your planned mental health promotion Initiative)

Project goals **Specific:** what will we do? **Measurable:** how will we know we've been successful? **Attainable:** is it achievable (e.g: do we have the resources)? **Relevance:** will it make a difference? **Time-bound:** what is our timeline?



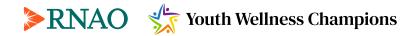
## **Timeline:**

The following are suggested timelines you may wish to consider when planning project activities.

| Month 1      | <b>Adult ally lead(s) are identified</b> at each school. Adult ally lead(s) complete an <b>orientation/refresher</b> facilitated by the public health lead(s).  |
|--------------|---|
| Month 1 – 2  | A group of students identified as <b>Youth Champions.</b> Youth Champions <b>complete a Youth Champion workshop</b><br>led by public health and/or an adult ally lead(s).<br>Youth Champions and adult ally lead(s) work together to <b>fill out the workplan template and submit the</b><br><b>application form.</b> |
| Month 3 – 10 | Youth Champions and adult ally lead(s) <b>implement and evaluate their planned activities</b> in the school.<br>If applicable: Adult ally lead(s), mental health lead and public health lead(s) attend <b>regular online meetings</b> to<br>share progress.   |
| Month 9 – 10 | <b>Celebrate</b> your team's success with a year-end gathering. <b>Complete the outcomes section of the workplan</b><br><b>template and send</b> to the public health lead(s).  |

Below are two samples of workplan templates you can use to plan your local implementation activities.

Updated February 2025



## Sample 1:

## Objectives of initiative:

- 1. To prepare a cohort of local Youth Champions.
- 2. To support planning, implementing, and evaluating local youth health promotion activities in their school environments.
- 3. To support the health and wellbeing of youth.

| Activity and<br>description<br>(Remember to<br>include youth voice<br>when designing<br>and implementing<br>activities) | How are youth<br>involved? | Desired impact<br>What do you want<br>to see happen?<br>(Make it a SMART goal<br>– Specific, Measurable,<br>Achievable, Relevant<br>and Time bound) | Evaluation plan<br>How will you<br>measure your<br>desired impact?<br>(e.g., survey, activity<br>profile, interviews,<br>focus group, tracking<br>form, SWOT analysis) | Outcomes How will you know<br>you're successful?<br>(e.g., earned media, items distributed,<br>trainings delivered, # of adult allies,<br># of youth leads, # of initiatives<br>implemented, # of participants, change<br>in knowledge, skills and attitudes,<br>intentions to continue initiative next<br>school year, successes, lessons learned,<br>satisfaction level, resources developed,<br>barriers/challenges, objectives<br>achieved, partnerships created) | Other<br>information |
|---|----------------------------|---|--|---|----------------------|
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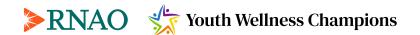


## Sample 2:

#### Objectives of initiative:

- 1. To prepare a cohort of local Youth Champions.
- 2. To support planning, implementing, and evaluating local youth health promotion activities in their school environments.
- 3. To support the health and wellbeing of youth.

| Youth Wellness Champions Implementation Workplan          |   |  |   |   |  |
|---|---|--|---|---|--|
| School:<br>Goal:  |   |  |   |   |  |
| Activity (what do<br>we need to do to<br>reach our goal?) | Desired Outcome or<br>hopes and dreams<br>(what do we want to<br>see happen?) | Resources (what do<br>we need to make it<br>happen?) | How will I know if I<br>achieved success? | Responsibilities & Date of<br>completion (who is responsible<br>and when will it happen?) |  |
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