

# **Dallas-Area Youth for a Brighter Tomorrow (DAYBT)**

## **A Youth Action Board of the Metro Dallas Homeless Alliance**

### **PURPOSE AND FUNCTION**

The DAYBT serves the community of Dallas' Continuum of Care (COC) and partnering agencies in the community by providing the perspective and expertise of young people who have experienced homelessness and unstable housing. Members of the DAYBT will progress services and resources to young people experiencing unstable housing by informing community and agency leaders, organizing projects, and developing professional and personal skills. The mission of the DAYBT, is defined by its members as the following:

We are here to lead the way toward a future free from homelessness, substance abuse, abuse, and neglect. To collaborate with public and private agencies to advocate for youth who have been in foster care, experienced homelessness, been targeted for their LGBTQ identity, and/or suffered from mental illness. To provide a safe space and community for youth to feel valued and heard; and to provide resources for youth to gain their footing. We are here to take back what's ours and to obtain justice for those whose voice is not heard.

The DAYBT holds a two-hour meeting biweekly and hosts additional projects and events as needed. Each meeting includes (1) a presentation, activity, or discussion focused on members' personal and professional development, and (2) a conversation focused on community efforts for which the young people's perspective and work is needed (e.g. feedback on COC programs).

### **STRUCTURE AND ROLES**

The DAYBT is an entity subcommittee of the of the Metro Dallas Homeless Alliance (MDHA) COC Youth Committee. Membership is open to all young people 18-25 years old who have experienced homelessness or unstable housing and wish to participate.

The DAYBT is led by four "Board Members" and two "Board Co-chairs". The young people serving as Board Members and Co-chairs will appointed to their role for a six-month term, with the ability to serve no more than two terms.

A "Staff Facilitator" and "Co-Staff Facilitator" assist the DAYBT Board by offering guidance and serving as a liaison to Board Members and Co-chairs so they may effectively lead the DAYBT.

The Staff Facilitator and Co-Facilitator review applications and interview applicants for Board Member and Board Co-chair positions. The Facilitators appoint applicants to Board positions, pending applicants' signed agreement to the responsibilities outlined below. In the case of a Board Member failing to complete their assigned duties, the Facilitators and Co-chairs (if applicable) will meet with the Board Member to review responsibilities and agreement. If the Board Member continues to fail to meet expectation, or if the violation of their role and responsibilities necessitates immediate removal, the Staff Facilitators will dismiss the young person from their role on the Board.

## Board Member Responsibilities and Compensation

Board Members are required to attend at least nine of the twelve DAYBT meetings in each term. In extenuating circumstances, Board Members may attend the meeting remotely (via live video or conference call) with the approval of Co-chairs.

In addition to scheduled meetings, Board Members commit to six hours of work for the DAYBT each month. These six hours can include a combination of individual work, projects or events, and meeting with Co-chairs or Staff Facilitators regarding projects or professional development.

Board Members will be compensated with \$150 stipend per month and provided bus passes for transportation to and from meetings and events, as needed.

Each Board Member will be appointed as the Lead on one of the following four Focusses: Communication and Marketing; Fundraising and Event Planning; Personal and Professional Development; and Policy Change. The responsibilities for each of these roles is outlined below.

### COMMUNICATION AND MARKETING

The Communications and Marketing Lead is responsible for coordinating internal communication to DAYBT members, as well as working with the Fundraising and Event Planning Lead to create public flyers, advertisements, and posts about upcoming events. This Lead's responsibilities include taking notes at all DAYBT meetings and managing the Facebook page and GroupMe Chat associated with the DAYBT. The Communication and Marketing Lead will send meeting notes and other relevant information to DAYBT members.

### FUNDRAISING AND EVENT PLANNING

The Fundraising and Event Planning Lead is responsible for organizing DAYBT events outside regularly scheduled meetings. This Lead will coordinate social activities to engage DAYBT members and potential members, as well as lead the DAYBT's efforts to host larger, public events. The Fundraising and Event Planning lead works with COC Youth's Committee and agency staff to assist in fundraising for the DAYBT.

### PERSONAL AND PROFESSIONAL DEVELOPMENT

The Personal and Professional Development Lead is responsible for organizing presentations, speakers, and activities to progress the personal and professional development of DAYBT members. These include life skills activities such as resume building, cooking classes, and budgeting assistance as well as trainings targeted at work in the DAYBT, including systems trainings, communication workshops, and meeting facilitation. This Lead facilitates some of these activities and coordinates with staff and community partners to execute others.

### POLICY CHANGE

The Policy Change Lead is responsible for guiding the DAYBT's discussion and efforts on changing policies in COC agencies and the community. This Lead does the majority of the research on current policies, potential changes, and how a change would affect the community. The DAYBT is concerned with policies affecting housing opportunities, substance abuse resources, foster care, and mental and physical healthcare. The Policy Change Lead communicates closely with Co-chairs and the Staff Facilitators to understand current policies and report back to agency and community leaders.

### Board Co-Chairs Responsibilities and Compensation

Two Co-chairs are appointed to lead the Board and the rest of the DAYBT. The Co-chairs work closely together as partners to facilitate DAYBT meetings, coordinate the DAYBT's variety of efforts (with the Board Member Leads), and guide other Board Members in their work with the DAYBT.

The Co-chairs are required to attend at least nine of the twelve DAYBT meetings each term, coordinating with each other to ensure that at least one Co-chair attends each meeting. Additionally, each Co-chair is required to attend the Continuum of Care Meeting or the Youth Committee Meeting each month.

The Co-chairs commit to ten hours of work each month, in addition to the required meetings. The Board Co-chairs are compensated \$300 each month for their work with the DAYBT. They are responsible for communicating and meeting regularly with Board Members to coordinate the Leads' Focusses and prepare for DAYBT meetings. The Co-chairs also communicate and meet regularly with the Staff Facilitators for Professional Development and guidance on facilitating the DAYBT. The Co-Chairs serve as a liaison between DAYBT members and the COC and between DAYBT members and the Staff Facilitators.

### Staff Facilitator and Co-Facilitator Responsibilities

The Staff Facilitator and Co-Facilitator are appointed by the Youth Committee for a two-year commitment. Appointments are made each year and the newly appointed staff serves as the Co-Facilitator for one year and then transitions to Staff Facilitator for the second year. The Staff Facilitator serves as the primary staff contact and leader for DAYBT and Board Members; and the Co-Facilitator supports the primary Staff Facilitator in professional development of Board Members and organization of meetings and events.

Staff Facilitators review applications to the DAYBT Board and appoint Board Members and Co-chairs for each term. Staff Facilitators are responsible, with input from Co-chairs when applicable, to ensure that all Board Members are meeting their expectations; and to dismiss Board Members failing to meet their obligations.

The Staff Facilitators are responsible for assist the Board Co-chairs in organizing and running DAYBT meetings and events. Staff Facilitators meet regularly with Board Members and Co-chairs to progress Board Members' professional development and connect them with resources to complete their specific tasks and duties. Additionally, Staff Facilitators serve as liaisons between DAYBT members and community agencies by building rapport, accompanying Co-chairs to COC and Youth Committee meetings, relaying information between the DAYBT Board and agency staff.