

2011

Annual Operational Plan



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**Manor St John
Youth Services
Annual Operational Plan
2011**

Strategic Aims

Programme and Activity Development – establishing a broad range of opportunities which meet the needs of young people in the target age range of 10 – 21 years within a defined catchment area of Waterford City

Youth Participation – involving young people in the running of the Manor St John Youth Service programmes and giving them a voice on issues that impact on their lives

Planning and Delivery – having a clear vision of what the Manor St John Youth Service is hoping to achieve, with achievable targets, aims and objectives supported by a clear structure which is efficient and effective

Partnership Development – continuing to develop and consolidate its work with key agencies including the Parishes, Voluntary Organisations , Schools and other State departments for the benefit of young people.

Quality Assurance – establishing an ongoing monitoring and evaluation to ensure quality standards are achieved across the Manor St John youth service

Operational Plan 2010

Strategic Objective	Programme Activity	Time
Programme and Activity development	Launch and premier the young persons filmmaking project	1 st qtr
	Develop and expand Bands programme including band rehearsals and acoustic workshops	2 nd /3 rd qtr
	expansion of drumming and rhythm workshops	1 st /2 nd qtr
	Development of affordable Guitar Lessons	2 nd qtr
	Initiate and develop MSJ DJ training and development programme	2 nd /3 rd qtr
	Expand usage of Youth and Community Technology centre	2 nd qtr
	Develop and expand Youth space /Youth café	2 nd qtr
	Develop and include program for new communities	3 rd qtr
	Parent information session State exams study group	2 nd qtr
	5 –a side tournaments for disengaged young people	1 st /2 nd qtr
	Drugs awareness programme	4 th qtr
	Sexual health programme Body image programme Evening Fitness course	4 th qtr
	Development of MSJ Community Garden	2 nd /3 rd 4 th qtr

	Maintain and develop weekly clubs and groups	All year 2 nd qtr
	Schools IT programme in 2 primary schools	4 th qtr
	IT literacy training for Parents	All year
	Implementation of FAS local training initiative programme 'Next steps' for 18- 25 year old unemployed young people. Nine FETAC level 4 modules	
	Participate in Waterford street soccer league	3 rd qtr
	Development and expansion of the Youth listening service	All year 3 rd qtr
	MSJ & Summer camps in conjunction with Waterford school completion programme	3 rd qtr
	Survival weekend for junior leaders & Mountaineering skills weekend	4 th qtr
	Participate in showcase exhibitions in all schools	1 st qtr
	Facilitate and lead Twilight soccer league in conjunction with Waterford sports partnership	All year
	Introduction of new sports groups badminton , spike volleyball	
	Facilitate and lead the spike volleyball training and coaching sessions	1 st /2 nd qtr

	<p>Provision of learning facilities for Home school teachers in conjunction with Educational and Welfare board(NEWB) and Waterford School completion</p> <p>Young persons participation in the 2011 Tall ships event</p> <p>Participate in youth 10 pin bowling league</p>	1 st 2 nd and 4 th qtr
Youth Participation	<p>Establish Youth Forum</p> <p>Implement annual young persons questionnaire</p> <p>Provide junior leader training to young people</p> <p>Support young persons involvement in Comhairle na nog for those difficult to engage</p> <p>Provision of technical advice to WLRFM on young person issues (cyber bullying etc)</p> <p>Support to course reps on LTI programme</p> <p>First aid course for junior leaders</p> <p>Engage young people in OMYCA national quality standards implementation</p>	<p>3rd qtr</p> <p>4th qtr</p> <p>3rd qtr</p> <p>All year</p> <p>All year</p> <p>All year</p> <p>3rd qtr</p> <p>1st 2nd 3rd qtr</p>
Planning and delivery of services	<p>Ongoing development and usage of website including the introduction of FLICKr , Facebook, Wikipedia etc</p> <p>Development and monitoring of annual budgets for services</p>	<p>All year</p> <p>1st 3rd qtr</p>

	Provide training for board, potential board members on governance issues	4 th qtr
	Development of fundraising and income generation strategies	2 nd 3 rd 4 th qtr
	Opening of health related fitness room on the campus and music rooms including changing and shower facilities	2 nd qtr
	Provision of training and development opportunities for FAS /CE participants in Horticulture, IT ,Safe pass and manual handling , Basic plumbing, painting and decorating	2 nd 3 rd 4 th qtr
	Recruit and induct 10 new CE participants	1 st 3 rd 4 th qtr
	Provide development opportunities for Youth worker to engage in' train the trainers' FETAC programme	2 nd qtr
	Development of seated area in MSJ community garden	3 rd qtr
	Draft a new Development plan for the IT facility – including fundraising applications - to modernise and update equipment & software.	3 rd 4 th qtr
	Provide listening service to young people from Waterford youth training centre(WYTEC)	All year
	On going management of the POBAL funded community services programme	All year

Partnership Development	School Completion Programme joint activity	All year
	Participate and provide technical support to Lisduggan/Larchville Childcare group LTD.	All year
	Provide opportunities for Student placements in Youth and community work with colleges	2 nd 3 rd qtr
	Working with Parks Tennis programme in delivering summer activity camps	3 rd qtr
	International Youth Exchange ,Staff Good Practice Study Visits , Joint training initiatives	4 th qtr
	Work with WAP/ Waterford Voluntary youth council on Volunteer development	All year
	Manage and develop St Paul's Community hall facilities and activities	All year
	Facilitating local and city wide groups with meeting and training space	All year
	Joint staff day with Children's group link Waterford	3 rd qtr
	Provision of site visit facilities and information to Waterford Institute of technology	2 nd 4 th qtr
	MSJ, Larchville Lisduggan CDP/ Age Action Ireland IT , men's and older persons and intergenerational groups	1 st /2 nd qtr
	Work with Waterford City Library service Browns road	2 nd 3 rd qtr

	<p>branch on youth involvement in library services</p> <p>Organise 3 after-school IT Literacy training programmes for 30 at-risk 6th standard pupils</p> <p>Continue to encourage 'not for profit' groups to use the IT training resources in the Manor on a cost share basis.</p> <p>Facilitate 3 Masters (WIT, Brunel) students in research projects related to youth service provision</p> <p>Joint youth and Community health day in hall with LLCDP</p> <p>Facilitate monthly nursing and health information service with 'Squashy couch '</p> <p>Provision of counselling space for HSE play therapy service</p>	<p>2nd qtr</p> <p>All year</p> <p>1st 2nd qtr</p> <p>3rd qtr</p> <p>All year</p> <p>All year</p>
<p>Quality Assurance</p>	<p>Organise the press launch of the FETAC Training Charter for MSJYS.</p> <p>Ensure FETAC training opportunities - especially mandatory training programmes -are accessed by the relevant MSJYS staff and or volunteers</p> <p>Review and update policies and procedures HR, Service etc</p> <p>Finance systems development – introduction of sage accounts package for computerised accounts system</p> <p>Participate and introduce</p>	<p>1st 2nd qtr</p> <p>2nd qtr</p> <p>2nd 3rd 4th qtr</p> <p>1st 2nd qtr</p> <p>3rd qtr</p> <p>1st 2nd 3rd qtr</p>

	OMCYA quality assurance system	
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MENU OF PROGRAMMES AND ACTIVITES (FROM MSJ STRATEGICPLAN 2008-2013)

Youth learning and Development programme: Intercom Initiative, arts, etc

Arts	IT	Education Support
DJ skills, Visual Arts, Textile Work, Digital Arts, Film Making, Practice space, Recording, Performing Live, Song writing	Photography 35mm, Digital, Web design, Internet safety, FETAC IT programmes Youth and Community Technology centre	After school support ,Home work clubs, Experience through travel, Community History

Youth Programme and Activity; outdoor activity, sports etc

Outdoor	Sports	Learning
Water sports, Fishing, Orienteering Camping, Climbing, Survival skills, Camp craft, Expeditions, Conservation Nature study, Navigation, Canoeing, Horse Riding	Football Rugby Extreme Sports volley ball, Golf, Track ,Table Tennis, Snooker, Weights, Swimming	Keep Fit Dance, Different cultures, Museums, Archaeology, Local myths and Legends, Recycling, Local and Global issues

Youth Participation and Advocacy programme

Youth space development	Youth advocacy service	Volunteer /Junior leader
Breakfast club, Chill evenings, Poetry and music, Health advice ,Drugs awareness, Newsletter production, Counselling/ Listening service, Youth arts, Club and group support Bands programme, Eco aware group, Youth Golf society	Peer learning programmes: Staying safe, Drugs and alcohol, Sexual health , road safety, Youth citizenship and 'social entrepreneurs' programmes, Participation in Youth forum ,Dail na Nog support, Youth diversity programmes, Creating an inclusive society.	Junior leader training Recruitment, Training Supervision, Support Peer learning programmes

Youth Service and Community Support (FAS CE scheme)

Admin/ Youth activity support	Caretaking/ Maintenance security	Learning and development
Finance secretarial, Administration, Assistant youth	Management of community resource centre in partnership	Person Learning Plans(PLP) for all participants

workers	with the St Paul's Combined Projects initiative(CPI)Hall management, Youth cafe	
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