



## Health Action Team Scope of Work

PROGRAM OVERVIEW **Health Action Team (HAT) Youth Interns (YI)** will work a minimum of 110 hours in the Performance Term on the HAT community based project. This content raises awareness of youth mental and physical health issues, reduces the stigma associated with mental health challenges, and contributes to the library’s outreach and connection to young adults in the community and to our partners.

The purpose of the Youth Intern is to build and highlight a robust, engaging and diverse group of youth active in the community who work on writing and art content that contributes to the mission of the library to connect people to the resources and people they need to thrive. YIs serve as design advisors to the library and its partners. Participant Interns will create content, such as designing bookmarks, researching and writing informative articles, creating digital stories, creating zines for distribution, interviewing and writing stories about community resources, and creating short documentary films, that the library will use in program development, and as it engages with the public and partner organizations.

PERFORMANCE TERM YIs will perform service as follows:

2.1. Performance Term: September 10, 2022 to April 29, 2023 with a two week holiday break

2.2. YIs will spend 4-6 hours each week supporting the project (Performance Term). During these hours, YIs will provide the following:

Hours of Coordination	Activity	Total per Performance Term
Community Building	<b>Work with community stakeholders, facilitated conversations, assisting in program design</b>	At least 110 hours (14-24 per month)
Facilitation and Coordination activities	<b>Prototyping programming</b>	Est. 4 completed projects, or programs.

**Compensation = \$100 at monthly intervals during the performance term**

### 3. PROGRAM ACTIVITIES

3.1. Responsibilities YIs will:

Research current issues in youth mental health and create projects that meaningfully address issues.

Advise the library and its partners on the design and implementation of health related projects.

Create art, writing and media arts projects that the library can share with the community and partners.

Work with library presenters and the library’s marketing department to create and publish informational bookmarks and other printed and visual material that highlights youth health issues and addresses mental health stigma.

Film interviews and document partner organization activities with the goal of sharing community resources.

Create an asset map of community resources that the library can use it its outreach.

Coordinate with the project managers to

- Maintain records of accomplishments and publish on social media and traditional media venues.
- Curate mental health resources that the library can share with their public and partners.

Create and maintain a workable system to manage the workflow associated with project planning and execution.

PAYMENT

3.2. YIs and Matt Landon will coordinate invoices with PCPL

3.3. Hours of activities facilitation, coordination, or completed project work: 110

3.4. Invoice(s) to be sent by email to Lib\_Accounting@pima.gov, Matt Landon, and Beth Matthias-Loghry.

3.5. Upon successful completion of required YI hours as set forth in paragraph 2.2 above and submission of the required invoice, YIs will be paid a lump sum of \$100 at intervals as follows.

Invoice #	Due Date	Amount
Invoice 1	9.28.2022	100
Invoice 2	10.26.2022	100
Invoice 3	11.30.2022	100
Invoice 4	12.28.2022	100
Invoice 5	1.25.2023	100
Invoice 6	2.22.2023	100
Invoice 7	3.29.2023	100
Invoice 8	4.26.2023	100