

HOW TO BUILD A CHANGE TEAM TOOLKIT

All great change starts with a team - use this toolkit to find, recruit, and build the right team for your Community Changemakers Grant application.

TEAM CRITERIA

For the Community Changemakers Grant, teams must consist of a **minimum of 3 people**. There is no limit on how big your team can be. We encourage you to include as many team members needed to successfully create the change you would like to see in your school/district/community.

TYPES OF TEAMS

1.) School Team:

At least **2 team members** must be working within the classroom **part time or full time** (between 20-40 hours a week). The remaining team member(s) could be different stakeholders in the **school community**.

2.) District Team:

At least **2 team members** must be working within the classroom **part time or full time** (between 20-40 hours a week). The majority of team members must be from or serving Title 1 schools, but do not have to be educators. The remaining team member(s) could be different stakeholders in the **school community**.

3.) Community Team:

A **majority of your team** must be community members that interact with young people in **low-income families** at the core of their work, voluntary or professional (Boys and Girls Clubs, church youth groups, etc.). Integration with a local Title 1 school is **encouraged**, but not required.

CHARACTERISTICS OF TEAM MEMBERS

We've found that successful teams possess the following list of characteristics. While this list isn't **exhaustive**, finding team members that possess a **mix of these qualities** could create a **strong team**.

- Identifies as a changemaker
- Creative
- Empathetic
- Collaborative
- Team-oriented
- Passionate
- Resilient
- Open to experimentation
- Empowered decision-maker
- Trust builder
- Action-oriented
- Solutions-oriented

EXAMPLES OF TEAM MEMBERS

For School and District teams, here are some examples of the types of individuals you could recruit for your team that are working within the classroom part time or full time:

- Educator
- Substitute Teacher
- Teaching Assistant
- Paraeducator
- After School Program Staff

*If you have a student(s) on your team, please note that by being a part of the core team and application, they consent to being filmed, having their photos taken, being interviewed, etc. to document their journey.



EXAMPLES OF TEAM MEMBERS

For School and District teams, here are some examples of types of individuals you could recruit for your team that are stakeholders in the school community.

- Youth Group Leader
- Bus Driver
- Childcare Worker
- Administrator
- School Board Member
- Sports Coach
- Student
- School Counselor
- Custodian
- Librarian
- Pediatrician
- Child Therapist
- Parent
- Title 1 Coordinator
- PTA President
- Union rep
- Behavioral Specialist
- School Nurse
- Reading Specialist
- School Social Worker
- 504 Coordinator
- School Resource Officer
- Family Liaison
- School Crossing Guard
- Boys and Girls Club Staff Member
- TAG Coordinator
- Special Education Chair

RECRUITMENT IDEAS

Some ideas on how you could recruit your team are:

- Discuss your idea at a **staff meeting** and ask others to join you.
- Ask your **union representative** who the movers and shakers are in your school or district community.
- Connect with **teachers or staff who advise student groups** like leadership clubs, service organizations, or affinity groups.
- Engage **Parents and Family Liasons** - they often know which staff members are most engaged in the school community.
- Leverage **professional learning communities**.
- Use **staff newsletters, Slack, Teams, or bulletin boards** to invite interested teammates.
- Talk to staff members who have applied for **special funding or led school-wide projects**, as they often have an entrepreneurial mindset.
- Have **one-on-one conversations** - directly invite individuals you see modeling the abovementioned traits and explain why you think they'd be a great fit.
- Get recommendations from **students, custodial, cafeteria, or support staff** - they often have a deep understanding of school culture and can suggest staff who are engaged changemakers.