

# COMMUNITY SERVICE

JOIN OUR EFFORTS TO MAKE A DIFFERENCE



**VISION:** ROYAL OAK IS A PLACE FOR YOUNG PEOPLE TO BE SUCCESSFUL BY HAVING OPPORTUNITIES TO STRENGTHEN AND SUSTAIN A SAFE AND HEALTHY COMMUNITY.

**MISSION:** THE ROYAL OAK COMMUNITY COALITION'S OBJECTIVE IS TO REDUCE SUBSTANCE ABUSE BY INCREASING PROTECTIVE FACTORS THAT POSITIVELY INFLUENCE AND SHAPE TEEN BEHAVIORS AND REDUCE RISK FACTORS THAT ARE LINKED TO NEGATIVE HEALTH CHOICES.

## PROJECTS - EVENTS FOR 2009 - 2010

**CREATE WEBPAGE FOR TEENS** - PROVIDE LINKS FOR RESOURCES AND UP-TO-DATE INFORMATION ON SUBSTANCE ABUSE PREVENTION.  
DESIGN A SCAVENGER HUNT FOR A YEAR END DRAWING FOR PRIZES

**CREATE MARKETING PLAN** - DESIGN A PRESENTATION TEMPLATE, POWERPOINT PROMOTIONAL BROCHURES, A DISTRIBUTION PLAN TO PROMOTE THE COALITION AND THEME-BASED CAMPAIGNS

## RESEARCH AND CREATE -

- ❖ BROCHURE TO EXPLAIN AND WARN TEENS OF THE LIFE-LONG LEGAL RAMIFICATIONS OF ALCOHOL AND DRUG CONVICTIONS.
- ❖ COMPILE A LISTING OF PLACES THAT HIRE TEENS FOR PAID JOBS AND VOLUNTEER OPPORTUNITIES IN OUR LOCAL AREA.
- ❖ LOCATE YOUTH AND FAMILY COMMUNITY SERVICE PROFILES IN OUR LOCAL AREA.

## SOCIAL MARKETING CAMPAIGNS-

- ❖ DESIGN MARKETING SLOGANS AND OUTREACH ON SEVERAL THEMES FROM A POSITIVE SOCIAL NORMS VIEW.
- ❖ MESSAGE DEVELOPMENT AND OUTREACH FOR PREVENTION THEMED CAMPAIGNS.

## PUBLIC SERVICE ANNOUNCEMENTS PROJECT COORDINATOR -

WORK WITH STUDENTS AND ADULTS TO MAKE FEATURE SHORTS FOR CABLE STATIONS.

OFFICE ASSISTANT - HELP WITH CLERICAL DUTIES.

## CITY LIQUOR LICENSE COMMITTEE

MONITOR- ATTEND MONTHLY MEETINGS TO OVERSEE AND REPORT ON ACTIONS PROPOSED AND/OR TAKEN. SUMMARIZE KEY POINTS TO REPORT TO THE COALITION.

## EVENT ASSISTANTS - HELP COORDINATE

- ❖ A REGIONAL CONFERENCE FOR TEENS, COMMUNITY LEADERS AND LEGISLATORS. 'STUDENT VOICES AND ADVOCACY'
- ❖ A TWO DAY LONG WORKSHOP FOR TEENS TO PREVENT UNDERAGE ALCOHOL USE, ABUSE AND ADDICTION.
- ❖ A TEEN LEADERSHIP TRAINING PROGRAM.
- ❖ AN OPEN HOUSE TO SHOWCASE OUR NEW BUSINESS LOCATION.
- ❖ A CELEBRATION BREAKFAST FOR COMMUNITY VOLUNTEERS AND SUPPORTERS.
- ❖ COUNTY-WIDE TRAINING PROGRAMS FOR LAW ENFORCEMENT PERSONNEL AND LIQUOR LICENSE VENDORS.

## TEEN CENTER DEVELOPMENT - BE PART OF A TEAM TO DEVELOPMENT A TEEN CENTER IN ROYAL OAK.

- ❖ PROGRAM DEVELOPMENT
- ❖ FUND DEVELOPMENT
- ❖ MARKETING
- ❖ TEEN CENTER DEVELOPMENT AND RESEARCH

## WHAT IS EXPECTED

- ❖ MEET WITH A STAFF MEMBER FOR AN INTERVIEW.
- ❖ TWO LETTERS OF RECOMMENDATION ARE NEEDED.
- ❖ BRING ONE PAGE DESCRIBING YOUR INTERESTS, SKILLS AND HOBBIES.
- ❖ A CRIMINAL BACKGROUND CHECK WILL BE DONE.
- ❖ EACH POSITION CARRIES A GREAT DEAL OF RESPONSIBILITY AND DEDICATION. TIME COMMITMENT VARIES PER PROJECT SELECTION. SOME PROJECTS REQUIRE WORKING AT THE COALITION OFFICE, SOME CAN BE DONE AT YOUR HOME WITH PERIODIC MEETINGS.

A VOLUNTEER APPLICATION CAN BE DOWNLOADED FROM WEBSITE: [WWW.CI.ROYAL-OAK.MI.US/ROCC](http://WWW.CI.ROYAL-OAK.MI.US/ROCC)

FOR MORE INFORMATION OR TO SCHEDULE AN APPOINTMENT EMAIL US AT:  
[JSHERIDAN@ROYALOAKCOMMUNITYCOALITION.COM](mailto:JSHERIDAN@ROYALOAKCOMMUNITYCOALITION.COM)



# Royal Oak Community Coalition

## Community Service Application and Agreement

Name: Last \_\_\_\_\_ First \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Are you 18 or older: \_\_\_ Yes \_\_\_ No My volunteer work is a requirement for college/high school \_\_\_\_\_

AVAILABILITY Number of hours I need to volunteer \_\_\_\_\_

Days of the week (please circle) Mon Tues Wed Thurs Fri Sat Sun

Hours per day: \_\_\_\_\_ Total hours per week: \_\_\_\_\_ Can we call you on availability basis? \_\_\_\_\_

Check activities for which you are interested (for more details see our community service descriptions on website)

Webpage \_\_\_\_\_ Marketing Plan \_\_\_\_\_ Research and create \_\_\_\_\_

Social Marketing \_\_\_\_\_ Project Coordinator \_\_\_\_\_ Office Assistant \_\_\_\_\_

Liquor License  
Committee Monitor \_\_\_\_\_ Event Assistants \_\_\_\_\_ Teen Center Development \_\_\_\_\_

What personal experience qualifies you for the project/activity for which you are volunteering? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I agree to abide by all the rules and regulations set forth by the Royal Oak Community Coalition as they relate to the position I am volunteering for and agree to return all equipment at the conclusion of the program. I herewith release and hold harmless the Royal Oak Community Coalition from any and all claims by myself or my family or assignees which may arise from performance of the duties for which I am volunteering and while traveling from said duties. I understand that the Royal Oak Community Coalition will indemnify me from any and all claims arising from the performance of the duties for which I am volunteering as long as I am following the rules, regulations and policies of the Royal Oak Community Coalition. I authorize the Royal Oak Community Coalition to investigate my background as is determined necessary for the particular activity for which I am volunteering.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
( Parent or guardian if under 18)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Driver's License Number

\_\_\_\_\_  
Date of Birth

Please mail the completed application form to ROCC at 1500 N. Stephenson Hwy., Royal Oak, MI 48067. For questions please refer to our website at [www.ci.royal-oak.mi.us/rocc](http://www.ci.royal-oak.mi.us/rocc) or email us at [jsherdan@royaloakcommunitycoalition.com](mailto:jsherdan@royaloakcommunitycoalition.com).