



Girls on the Run of Puget Sound

Site Information Overview

Thank you for your interest in partnering with Girls on the Run of Puget Sound to empower girls in your community. The purpose of this document is to provide an overview of Girls on the Run and the responsibilities of program sites.

If you are a **new site**, please read through the following information before submitting a **[New Program Site Application](#)**. If you are a **returning site** or have partnered with us before, please complete the Partnership Agreement form **[here](#)**.

Thank you for reviewing this information! Contact Katie Glenn, Program Manager, with any questions at 206-528-2118 or **katie@girlsrun.org**



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✿ About Girls on the Run

Girls on the Run is a transformational physical activity based positive youth development program for girls in 3rd-5th and 6th-8th grade. We teach life skills through dynamic, interactive lessons that incorporate physical activity. The program culminates with the girls being physically and emotionally prepared to complete a celebratory 5K. The goal of the program is to unleash confidence through accomplishment while establishing a lifetime appreciation of health and fitness.

Each program site is led by a team of trained volunteer coaches that guide and mentor girls through lessons surrounding topics such as body image, the media, peer pressure, healthy decision making and community service. Along the way, the girls will train to walk or run in a non-competitive 5K (3.1 miles). Completing the 5K gives the girls a chance to shine with an overwhelming sense of accomplishment.

GOTRPS has been an independent council of Girls on the Run International since 2002. GOTRPS now serves over 1,400 girls a year all over King County, and are proud and excited to serve more in the coming years!

✿ Girls on the Run Curriculum

Our volunteer coaches facilitate a well-researched and copyrighted curriculum written by a diverse team of youth development specialists. The curriculum is divided into 3 parts to encompass the following concepts for each curriculum, Girls on the Run (3rd-5th grade) and Heart & Sole (6th-8th grade):

Girls on the Run (3rd-5th grade):

Part 1: Identity... Self-Care, Self-Awareness, Knowing Self!

Part 2: Connectedness... Selecting Healthy Relationships and Keeping Them Healthy

Part 3: Empowerment... Celebrating and Sharing our Strengths

Each lesson focuses on a specific topic and follows a five part format that provides consistency and structure for the girls' experience.

- 1) **Getting on Board:** The lesson begins with an activity and brief group discussion introducing the main idea of the lesson.
- 2) **Warm Up:** A short, interactive running game that incorporates the lesson topic for that day followed by stretching and group discussion.
- 3) **Workout:** A running activity related to the topic of the day. Workouts grow longer over the course of the program as the girls build stamina.
- 4) **Cool Down:** A stretching period and group discussion.
- 5) **Energy Cheers and Wrap Up:** Coaches revisit the main idea of the lesson and then recognize positive individual and group behaviors or accomplishments through energy cheers.

Heart & Sole (6th-8th grade):

The Heart & Sole curriculum focuses on the "whole girl" and the development of a positive sense of self or identity for each girl. We do this by utilizing the "Girl Wheel" in each lesson, which focuses on 5 different areas: **Body, Brain, Heart, Spirit, and Social**. Each part of the Girl Wheel has defining characteristics, and girls choose where and what to focus on for themselves in their lives at that time. Throughout the curriculum, girls also consider how the parts of their Girl Wheel interact with and impact others.

✿ Program Seasons

GOTRPS offers our program once a year in the spring. Each season is 10.5 weeks long and consists of 21 lessons. Program sites meet 2 times a week for 1.5 hours after school. Each season culminates with a Girls on the Run 5K in which girls from all program sites participate. The Girls on the Run 5K takes place at the end of May.

Spring Session: Typically begins in March and ends in late May.

✿ Program Site Responsibilities

While Girls on the Run of Puget Sound provides almost everything needed to run the program, the program site is required to provide the following:

- A Site Liaison (please reference Program Site Liaison Responsibilities listed below.)
- A minimum of 2 coaches for 1 team and 4 coaches for 2 teams.
- A dedicated quiet indoor space such as a classroom or empty gym where coaches can meet the girls, provide a snack, store girls' school backpacks, and facilitate the non-running part of the lesson.
- A safe outdoor location for running and activities. This does not have to be a quarter mile track. This can be a play field or open playground space. The area should be separate from other kids and programs.
- A safe space available in case of inclement weather. This must be a private area, preferable a gym, lunchroom or covered outdoor area, and needs to be available for GOTR and not in conflict with other programs.
- Access to a restroom.
- Secure storage for supplies bin, snacks and water bottles.
- An active marketing plan to successfully recruit 3rd-5th or 6th-8th grade girls at program site.

✿ Site Liaison Responsibilities

The Site Liaison's role is to smoothly facilitate the implementation of the program by serving as a link between coaches, participants, parents and GOTRPS. The Site Liaison must be a school/site staff member. The Site Liaison does not have to be present during GOTR practices. GOTRPS communicates primarily via email, so it is necessary for the Site Liaison to have an email account that they check regularly. Listed below are the responsibilities of the Site Liaison.

- Recruit at least a minimum of 2 coaches for 1 team and 4 coaches for 2 teams.
- Secure bi-weekly practice space for GOTR: outdoor location, inclement weather locations, meeting location, kit storage location, and access to restrooms.
- Help with registration. Registration can be done online or via paper form. Site Liaison will need to discuss this with GOTRPS program staff and select one registration method prior to registration opening.
- Meet with coaches at least 1 time prior to the start of the season-- discuss practice and storage space.
- Contact all families to inform them of their girl's status on the team (accepted or waitlist) by **Friday, February 16, 2018.**
- Maintain regular communication with coaches regarding program and facility; provide support if behavioral issues arise.
- Identify language barriers; notify GOTR coordinator when assistance is needed.
- Must have email and check regularly.

✿ Girls on the Run of Puget Sound Responsibilities

GOTRPS supports program sites by providing the below services:

- Assists Site Liaisons to recruit additional coaches for sites as needed.
- Screens and trains all Coaches.
- Screens and trains Practice Partners.
- Coordinates registration with Site Liaisons.
- Provides program curriculum and materials.
- Provide program shirts and water bottles to each participant.
- Provide a \$26 stipend per participant to coaches to be used for snacks and extra supplies.
- Communicate with coaches through a weekly e-newsletter, emails, meetings and phone calls.
- Communicate with parents/guardians as needed.
- Plan, organize and execute the Girls on the Run 5k race, materials, awards, etc.
- Provide liability insurance that covers all participants, coaches and additional GOTR trained volunteers.
- Coordinate Running Buddy registration for the GOTR 5K.
- Visit sites throughout the season and provide additional support as needed.

✿ Team Size

The minimum number required to run the program is 8 girls and the maximum is 15 girls. The minimum is based upon both financial and curriculum considerations. Because our curriculum is related to team building and group dynamics, fewer than 8 girls may make it difficult to provide the experience we want to offer the girls. Conversely, more than 15 girls make it difficult to establish the group rapport and the depth of community we are seeking.

✿ Participant Registration

- Girls on the Run is open to ALL girls. We allow girls who are unaffiliated with a program site and girls of any fitness level to participate. Sites have the final decision on whether to accept unaffiliated girls.
- Program sites are responsible for promoting GOTR to girls and parents and for distributing registration information.
- Registration is open for 1-2 months and closes one week after the season begins, if space allows. If more than 15 girls register for a team, a waitlist will be started. We will work with sites to try to have multiple teams if there is interest.
- Registration will be done online. Paper forms will only be available if needed.

✿ Program Fees and Scholarships

The total cost for each participant in Girls on the Run is \$200. We charge \$200 per participant, but the actual cost to put a girl through the program is over \$300. We will not turn any family away from the program if they cannot pay the full fee. Therefore, participant registration for the program is based on a sliding scale of family income. We do not ask for proof of income. We rely on the honesty of parents/guardians to choose the appropriate registration fee for their income and contribute as much towards the full cost of the program as they are comfortable with. The \$200 fee covers supplies for the lessons, participant snacks, participant t-shirts and the entry fee for the end-of-season 5K.

* Volunteer Coaches

GOTRPS must have support with recruiting volunteer coaches from program sites. Sites are most successful when coaches are already a part of the community they serve. GOTRPS can provide coach descriptions, recruitment posters, a sample newsletter article, etc. to support new sites in recruiting coaches. GOTRPS also independently recruits coaches, and may assign one or more to your site based on need. Below is a description of volunteer coach requirements and responsibilities.

Volunteer Coaches are volunteers who act as a team to facilitate the easy-to-follow, well researched Girls on the Run curriculum at each program site. Coaches do not have to be runners; they only need to have the desire to serve as role models for the girls by being engaged during practice, encouraging girls throughout the lessons and work outs, leading a healthy lifestyle and maintaining positive attitudes. These volunteers can be faculty, staff, parents or community members. It is mandatory for there to always be 2 volunteer coaches on site with GOTR participants. GOTRPS recommends no more than 3 volunteer coaches at a site per day.

Qualifications :

- A strong commitment to girls' positive development.
- The capacity to work in partnership with co-coaches.
- Experience working with youth a plus, but not necessary.
- Coaches do not have to be runners. Any person who lives a healthy lifestyle and is committed to improving the lives of girls can volunteer as a coach.

* Coach Responsibilities:

- Identify one coach who will be the communication point person between the coach team and GOTRPS.
- Commit to attending all practices. Coaches may not miss more than 4 practices during a season. If your schedule precludes you from making this commitment, please consider volunteering as a Practice Partner. Contact katie@girlsrun.org for more information.
- Arrive at the program site 15 minutes before the practice starts and remain at the site until all participants have left.
- Practice positive behavior management.
- Attend required Coach meetings.
- Read the Weekly Warm Up email from GOTRPS throughout the season.
- Attend the GOTR 5K at the end of the season and supervise program participants.
- Serve as a role model for the participants.
- Act in accordance with the mission of Girls on the Run during practice.
- One coach at each site must be CPR/First Aid certified before the start of the season (GOTR reimburses for cost of certification class).
- Work with your team of coaches to split up responsibilities for the following: facilitation of the curriculum, communicating to girls' families, and purchasing/providing healthy snacks (GOTR reimburses for cost).
- Communicate with GOTRPS when you or your coach team needs additional assistance.
- Manage the materials kit by receiving it from GOTR at the beginning of the season, taking it to the program site, and then returning it to GOTR when the season is over.

Coaching Time Commitment : Approximately 4- 6 hours per week which includes 3 hours of practice, time on-site before and after practice, commute, curriculum preparation, snack purchasing/ preparation, as well as communication with coach team, girls' families, and GOTR

office.

Requirements:

- Submit a Coach Application to GOTRPS
- Consent to a background check
- There must be at least one coach over 21, and other coaches must be 16 or older.
- **New Coaches** are also required to attend a 5 hour coach training
- **Returning Coaches** are also required to complete online training each season.

✿ Practice Partners

Practice Partners are trained volunteers who assist the coaching team by attending a minimum of 6, 90-minute practices over the course of the 10 week program. This is an ideal volunteer role for teachers, support staff and parents who can't commit to coaching but would like to support the team. While Practice Partners are not responsible, nor authorized, to facilitate the Girls on the Run curriculum, they are there to support the coaches and the whole team of girls at their program site.

Practice Partner Requirements

- Submit a Practice Partner Application to GOTRPS
 - Consent to a background check.
 - Practice Partners must be 16 years or older
- Participate in an online training session and read training materials provided by GOTRPS

Practice Partner Time Commitment

During the program season, Practice Partners will be expected to volunteer for a minimum of 6, 90-minute practices plus attend the end-of-season 5K, approximately 15 hours total. Most practice partners commit to 1 practice per week for 6 weeks and often for the full 10 weeks.

✿ Running Buddies

We ask that every girl running in the GOTR 5K to be accompanied by a Running Buddy to keep her motivated and safe. Girls are encouraged to choose a Running Buddy from their community such as a parent, family member, teacher or mentor. Running Buddies register online through GOTRPS and must be 16 years or older. Men may be running buddies if they already know a girl on the team, such as fathers, uncles, or teachers.

Partnership Agreement Form

We are a: New Site Returning Site

Our school or site, _____ is committed to hosting a Girls on the Run team and agrees to the details outlined in the partnership agreement below.

Program Season:

SPRING 2018, March-June

Site Commitment:

- Find necessary coaches by January 12, 2018 (minimum of 2 coaches for 1 team or 4 coaches for 2 teams).
- Actively market program to girls at school (materials will be provided)
- Reserve a dedicated indoor space **and** outdoor space for GOTR use for the season through the school/district by December 15, 2017.
- Notify all families who are selected to participate on the team by Friday, February 16, 2018.
- Communicate with coaches and GOTR staff as needed throughout the pre-season and season
- Complete a follow up meeting with GOTRPS.

Site Information:

SITE NAME AND SCHOOL DISTRICT

ADDRESS

CITY

STATE

ZIP

SITE LIAISON NAME

SITE LIAISON AFFILIATION WITH SITE

PHONE

EMAIL

SITE LIAISON SIGNATURE

DATE

PRINCIPAL SIGNATURE

DATE

learn. dream. live. *run*

