

# CHMKS Handbook Guidelines













**Guidelines: Co-Designing the Changemakers Handbook** 

Workshop Title: Empowering Youth Workers and Young People in Environmental Advocacy

Objective: Guide participants through the practical exercise of co-designing a comprehensive "Changemakers Handbook." This handbook will serve as a practical resource for youth workers and young people, offering both offline and online activities to engage others in environmental education and awareness within HUBs.

# Usage

This handout supports participants in creating a "Changemakers Handbook" tailored to youth workers and young people. The handbook will be available as a PDF and an online resource, and it will include activities, tools, and guidance to foster environmental education and advocacy.

# **Preparation**

# **Scenario Development:**

· Context: Imagine you are working with a team of youth workers and young people who are eager to promote environmental awareness within their communities. The goal is to

develop a handbook that provides them with practical resources, such as workshops, social media tools, and guides, to empower them as Changemakers.

- Learning Objectives: The scenario aligns with the session's learning objectives of equipping participants with the skills to create educational and advocacy tools that will be used in HUBs to engage young people and the wider community.
  - Handbook Purpose: Ensure participants understand that the handbook is intended to:
- 1. Provide NFE Workshops: 15 Non-Formal Education (NFE) workshops that youth workers can implement to educate and inspire others.
- 2. Social Campaign Kit: A set of social media posts complete with hashtags, captions, and graphics to amplify environmental messages online.
- 3. Guide on Being a Changemaker: Tips and action plans for entry-level, intermediate, and advanced Changemakers.
- 4. Testimonials: Stories from the first generation of Green Changemakers who participated in project activities.

### **Exercise Guidance**

# Step 1: Scenario Presentation

• Introduce the Scenario: Begin the practical exercise by presenting the scenario. Emphasize the importance of creating a well-structured handbook that will serve as a go-to resource for youth workers and young people in their environmental advocacy efforts.

# Step 2: Define the Handbook's Structure

- Core Sections to Include:
- 1. Introduction and Purpose: Explain the handbook's role in promoting environmental education and advocacy.
- 2. NFE Workshops: Design 15 NFE workshops with detailed plans, objectives, materials needed, and step-by-step guides.
- 3. Social Campaign Kit: Develop a comprehensive social media campaign toolkit, including ready-to-use posts, hashtags, and graphics.

- 4. Changemaker Guide: Create a short guide offering practical tips and action plans for Changemakers at different levels of experience.
- 5. Testimonials: Collect and present testimonials from youth workers and young people who have already made an impact.

# Step 3: Co-Design Process

- Brainstorming: Encourage participants to brainstorm content ideas for each section, focusing on the needs of youth workers and young people in HUBs.
- Drafting: Begin drafting the content for each section. Ensure that the language is clear, accessible, and engaging for the target audience.
- Feedback: Facilitate peer review sessions where participants share their drafts and provide constructive feedback.

# Step 4: Finalization

- Refinement: Incorporate feedback to refine and finalize the handbook content, ensuring it is comprehensive and user-friendly.
- Presentation: Have participants present their finalized handbook drafts to the group, highlighting key features and how they will be used in practice.

### **Engagement and Application**

### Facilitator Role:

- Support Hands-On Learning: Encourage participants to actively engage in the co-design process, providing guidance and ensuring they focus on creating a practical and actionable resource.
- Real-World Application: Stress the importance of the handbook as a real-world tool that will be used by youth workers and young people to drive environmental education and advocacy in their communities.

# **Template: Changemakers Handbook Outline**

Participants can use the following template as a starting point for their handbook design:

# 1. Introduction and Purpose

- Overview: What is the purpose of the Changemakers Handbook?
- Target Audience: Who are the youth workers and young people this handbook is designed for?

# 2. NFE Workshops

- Workshop 1: Title, objectives, materials needed, and step-by-step guide.
- Workshop 2: Title, objectives, materials needed, and step-by-step guide.
- (Continue for all 15 workshops)

# 3. Social Campaign Kit

- Social Media Post Set 1: Caption, hashtags, and graphics.
- Social Media Post Set 2: Caption, hashtags, and graphics.
- (Continue for the entire set of posts)

# 4. Changemaker Guide

- Entry-Level Tips: Actionable tips for beginners.
- Intermediate Tips: Strategies for those with some experience.

· Advanced Tips: Guidance for seasoned Changemakers.

# 5. Testimonials

- Testimonial 1: Story from a youth worker.
- · Testimonial 2: Story from a young Changemaker.
- · (Continue to include multiple testimonials)