STEM Up Chapter Head Information Sheet

The STEM Up executive team is happy to share the list of event requirements that each Chapter is expected to fulfill. These event requirements would expect each chapter to hold an Outreach Event, Mentorship Event, and Fundraising Event Each year to promote community engagement and skill development.

Outreach: This aspect focuses on expanding awareness of STEM UP and encouraging participation in STEM among youth, especially those from underrepresented or underserved communities. Chapters are encouraged to work with local schools to provide free after-school STEM programs, deliver presentations, run hands-on activity booths at community events, or host virtual info sessions. The goal is to inspire interest in STEM and share STEM UP's mission with a broader audience.

➔ **School Partnerships:** Collaborate with elementary or middle schools to deliver short, engaging after-school STEM sessions. These can be once-a-week workshops covering basic engineering, design thinking, or scientific experiments using low-cost materials.

➔ **STEM Day Events:** Organize a one-day event with multiple stations for students to rotate through. Activities might include building simple circuits, coding with Scratch, creating paper rockets, or testing structures made from household materials.

➔ **Community Engagement:** Set up booths at local fairs, libraries, or community centers with interactive demos or mini-challenges. These are great opportunities to hand out flyers, connect with parents, and increase visibility for your Chapter.

When your chapter hosts an outreach project at a local school, STEM Up will provide the necessary materials, permission form templates, and a sample session outline to help guide your planning. Chapters are responsible for coordinating with the school's administration to ensure all safety guidelines are followed and that activities are age-appropriate and inclusive. STEM Up can offer additional support in developing session content upon request.

Mentorship:
This event is designed to provide younger students with guidance, support, and inspiration as they explore STEM fields. Chapters are encouraged to organize mentorship events that connect high school or university volunteers with elementary or middle school students within or outside of your own school. These sessions can focus on building confidence, answering questions about STEM pathways, and offering hands-on activities that reinforce collaboration and creativity.

➔ **Peer Mentorship Sessions:** Pair older students with younger ones for a guided session on goal setting, study strategies, or STEM topics. These can be held during lunch, after school, or during advisory periods.

➔ **Skill-Building Workshops:** Host small group workshops where students lead interactive sessions on skills like public speaking, basic coding, or teamwork through STEM-focused activities.

➔ **STEM Career Chats:** Facilitate informal conversations where mentors share what sparked their interest in STEM, how they stay motivated, and tips they've learned through personal experience.

Fundraising: This event focuses on raising funds to support STEM UP's initiatives and ensure the sustainability of the programs. Chapters are encouraged to organize frequent fundraising activities that engage the local community, promote STEM education, and raise awareness about the importance of accessible STEM opportunities for all students. Examples of Fundraising events include:

- ➔ **Bake Sale or Concession Stand:** Host a bake sale or concession stand at school events, where proceeds go towards supporting STEM programs. You can sell snacks, baked goods, or drinks to students and parents.

- ➔ **Online Fundraising Campaign:** Set up an online fundraising campaign using platforms like GoFundMe or Kickstarter to raise money for your chapter. Promote the campaign through social media, encouraging friends, family, and local businesses to donate.

STEM Up at your school: Creating a STEM Up Club at your school is a great way to establish a central hub for organizing events, recruiting volunteers, and providing a space for students to get involved in STEM Up initiatives. The club will serve as a platform where students can sign up to volunteer or mentor, track their volunteer hours, and stay updated on upcoming outreach, mentorship, and fundraising events.

Key Roles in the Club:

➔ **Club President/VP:** Responsible for overseeing the club's activities, working with the STEM Up Chapter Head to ensure event requirements are met, and leading club meetings.

➔ **Volunteer Coordinator:** In charge of recruiting and managing volunteers for various events. They will ensure volunteers are trained and aware of their roles.

➔ **Mentorship Coordinator:** Focuses on pairing students with mentorship opportunities and ensuring that sessions are meaningful and well-organized.

How to Get Involved:

● **Volunteer Sign-ups:** Students can sign up to volunteer at outreach events, STEM Day activities, or fundraising efforts. By being a part of the club, students can track and accumulate volunteer hours for their participation. This provides a great opportunity to fulfill community service requirements while making a positive impact.

● **Mentorship Sign-ups:** Students who are interested in becoming mentors can join the club and commit to specific mentorship sessions. By participating, mentors will gain valuable leadership experience and contribute to the personal and academic development of younger students.

● **Volunteer Hours:** Club members can log their volunteer hours through a simple system that tracks participation in various events. STEM Up will provide certificates of recognition for volunteers who accumulate a certain number of hours throughout the year.

We are excited to invite your school to apply for a STEM Up Chapter and become an integral part of our mission to expand STEM opportunities for youth. By establishing a chapter, you'll have the opportunity to host impactful outreach events, offer valuable mentorship experiences, and run fundraising initiatives that support our programs.

Joining STEM Up not only allows your chapter to make a meaningful difference in your community but also provides students with the chance to develop leadership skills, gain volunteer hours, and be part of a growing movement in STEM education.

To apply and become a part of STEM Up, please complete the application form. We look forward to supporting your chapter's journey and working together to inspire the next generation of STEM leaders!

For any questions or additional information, feel free to reach out to the STEM Up executive team at stemup2@gmail.com