

The Welcome Toolkit: Building Connections from Day One

Self-Reflection and Evaluation Tool

Pillar	Look-for	Self-Reflection		Observation
		Rate how often you do each of the items below, using this scale: O – Often S – Sometimes R – Rarely		Check activities and approaches observed in your program.
Express Care	<i>Show me that I matter to you.</i> <ul style="list-style-type: none"> Be dependable Listen Believe in me Be warm Encourage 	__ Show me that I can trust you. __ Really pay attention when we are together. __ Make me feel like you really know me and value me. __ Show me that you enjoy being with me. __ Praise my efforts and achievements.		<input type="checkbox"/> Staff show up consistently to the program. <input type="checkbox"/> Staff ask about and/or know about personal interests. <input type="checkbox"/> Youth are greeted upon arrival. <input type="checkbox"/> Check-ins are used.
Challenge Growth	<i>Push me to keep getting better.</i> <ul style="list-style-type: none"> Expect my best Stretch Hold me accountable Reflect on failures 	__ Show me that you expect me to be my best. __ Push me to try harder. __ Tell me that I need to take responsibility for my actions. __ Help me learn from mistakes and setbacks.		<input type="checkbox"/> Activities include challenges. <input type="checkbox"/> There are clear expectations/rules. <input type="checkbox"/> Staff ask questions that require youth to think.
Provide Support	<i>Help me complete tasks and achieve goals.</i> <ul style="list-style-type: none"> Navigate Empower Advocate Set boundaries 	__ Guide me through hard situations. __ Build my confidence to take charge of my life. __ Stand up for me when I need it. __ Put limits in place to keep me on track.		<input type="checkbox"/> Staff have conversations with youth that support reflection when conflict occurs. <input type="checkbox"/> Youth are encouraged to try new things. <input type="checkbox"/> Staff give consistent consequences.

Share Power	<i>Treat me with respect and give me a say.</i> <ul style="list-style-type: none"> • Respect me • Include me • Collaborate • Let me lead 	<ul style="list-style-type: none"> __ Treat me fairly. __ Include me in decisions that affect me. __ Work with me to solve problems and reach goals. __ Let me lead the way sometimes. 	<ul style="list-style-type: none"> □ Staff treat youth with respect. □ Youth get to make choices in the activities they do. □ Youth get to be the leader during activities.
Expand Possibilities	<i>Connect me with people and places to broaden my world.</i> <ul style="list-style-type: none"> • Inspire • Broaden horizons • Connect 	<ul style="list-style-type: none"> __ Inspire me to see possibilities for my future. __ Expose me to new ideas, experiences, and places. __ Introduce me to people who can help me learn and grow. 	<ul style="list-style-type: none"> □ Youth are encouraged to ask questions. □ Youth get to meet new people. □ Youth go to or learn about new places.

This tool is based on resources developed by the Search Institute, including: Search Institute. Relationship Builder's Guidebook. January 2021 Version ed., Minneapolis, MN, Search Institute, Jan. 2021.

