1. GET STARTED
   - Connect with the Active Minds Middle School team to get more information!
   - Feel affirmed that the program is a great fit!
   - Sign a simple partnership agreement.

2. CHOOSE YOUR FACILITATOR!
   - Think about which 1 to 2 adult facilitators are best suited to facilitate your We Are Active Minds Middle School Club and Curriculum.
   - Adult facilitators need to be safe and trusted adults and have a reputation for being trustworthy, affirming, and thoughtful.
   - Adult facilitators should also have the time necessary to prepare for and facilitate 20 lessons and club activities.

3. SELECT THE FORMAT
   **STANDALONE STAR**: We Are Active Minds Middle School Club and Curriculum.
   **CLUB COMBO**: We Are Active Minds Middle School Curriculum added to an existing club or sports team.
   **CLASSROOM KICKSTART**: We Are Active Minds Middle School Curriculum as part of a class (i.e., health education, advisory period).
   **AFTER-SCHOOL ACTIVATOR**: We Are Active Minds Middle School Curriculum or Club as part of an after-school program.

4. PROMOTE! PROMOTE! PROMOTE!
   Using Active Minds provided talking point document, promote it to staff and caregivers.
   - Brief your school/org team about We Are Active Minds Middle School program.
   - Share the goals, objectives, and details with youth, caregivers, and community.
   - Coordinate caregiver permission protocol with your leadership team.
   - Ensure to understand if your school/organization requires youth to opt in or opt out of the program.

5. PROGRAM PROMOTIONS
   After selecting your format + adult facilitator, and sharing the program with caregivers, host youth sign-ups by:
   - Hosting an assembly or facilitating classroom/small group info sessions.
   - Tabling to inspire youth interest — make your tabling fun and festive!
   - Registering interested youth to track sign ups, attendance, day and time of club meeting.

6. ATTEND FACILITATOR TRAINING
   - Adult facilitator receives training to implement We Are Active Minds Middle School materials.
   - Adult facilitator signs up for and completes the We Are Active Minds Middle School program virtual training session.

7. MOVING FORWARD
   - Adult facilitator ensures all youth are registered and ready for the first session with confirmed meeting day(s) and times.
   - Adult facilitator will review first lesson, prepare materials, and pick youth leader(s).
   - Know your school’s/org’s mental health protocols and identify a mental health professional to assist.
   - Confirm a space to safely learn, share, and play.

8. CHECK IN AND STAY CONNECTED!
   - Take attendance and report data after each lesson.
   - Administer the pre-survey to all youth prior to lesson 1 and lesson 9.
   - Attend a virtual quarterly check-in quick for support and updates.
   - Drop into Active Minds office hours to ask questions and share thoughts.
   - Administer post survey after lesson 8 and lesson 16.

Want to learn more? Connect with us!
k12@activeminds.org