

### **Mandate**

The Loyola Centre aims to create a safe, positive environment in which there is always room for and movement towards improvement and growth. The Centre offers programs that promote respectful treatment of others and a strong sense of belonging. Participants, parents, staff, volunteers and guests are ambassadors who invite others to visit the centre based on their own experience and become a part of the Loyola family. Within the centre, every individual is encouraged to take on challenges of personal growth, while contributing to the growth of the Loyola Centre.

The goals of the centre include:

1. Develop youth's sense of belonging to the community through interventions focused on the development of life skills, responsible decision making and positive views towards education
2. Promote communication and awareness among youth and their families about issues such as drug and alcohol abuse, sexual abuse and violence and provide referrals to members of the community in need of help.
3. Allow youth to become involved in recreational, cultural and educational structured and non-structures activities as an alternative for their free time
4. Develop a network with other community groups and institution to respond to youths' varied needs and improve the quality of life for everyone in the community

### **History**

Starting in the early 1970s as a grass roots organization, The Loyola Association for the Development for Youth was formalized in 1998 as a charitable non-profit organization with a primary focus on children (4-17) of the surrounding community. The Association consists of volunteer parents and community members, who reflect the common shared goals and aspirations of providing quality programs. We have always aspired to provide programs that will allow participants to develop skills such as cooperation, leadership, independent thinking, and healthy interpersonal relationships with others.

Over the years the Loyola Center has offered sports and recreation services, as well as played an integral role in the continued positive development of the community that surrounds us. Working with other community partners, the Association seeks to ensure a good quality of life and access to resources for its member families.

#### **Our activities**

Throughout the years the Centre has offered diverse programs. Members of our community have passed on their fond memories of dances, sports festivals, trips and workshops to their children, who now make up our current membership.

The Centre currently offers a multitude of programs to over 600 youth annually. Our services include a homework program for elementary school students, basketball and soccer teams, a preschool program on the weekends, teen drop-in, teen leadership opportunities and the only French immersion summer camp for new immigrant teens in the area.

In addition, the Centre also plays an extended role in the quality of life of the wider community though our partnerships with other groups, such as the Table Jeunesse, Table

Sécurité Urbain and Jeunes en Santé NDG. These partnerships allow us to examine issues that affect the broader community and participate in developing strategies to address these. In recent years this has included a community wide assessment of youth needs, and a resulting action plan that includes employment activities for youth, broad base community health planning, and support of healthy eating initiatives. The centre also provides employment and training opportunities for local youth.

## **Membership**

Over 600 members registered at the Loyola Centre in this year with 82% of our population living in NDG in 2016. The majority of our members are from the Walkley sector, a territory delineated by Grand to the east, Belmore to the west, Cote-St-Luc to the south and Terrebonne to the north<sup>1</sup>.

### **Immigrant population in NDG**

Notre-Dame-de-Grace is a very diverse neighbourhood. The anglophone and francophone communities share the neighbourhood with a newly-arrived immigrant population that represents 40% of the local population. The population of visible minorities has grown substantially in recent years (increase of 24.8% in 5 years). The local secondary school is the 5<sup>th</sup> more multicultural school on the island of Montreal, where 87.4% of the students were either born outside the country or have parents born outside of Canada.<sup>2</sup>

### **Socio-economic status of families in NDG**

The NDG territory is very heterogeneous and there is a wide variation in income between the various sectors of the neighbourhood. Certain sectors face high levels of poverty and challenging access to food and housing security, sports and recreational activities and decision making opportunities (notably in the Saint-Raymonds, Westhaven and Walkley districts)<sup>3</sup>. The Walkley sector particularly welcomes many new immigrants coming from many different areas of the world. English is the dominant language used daily in that sector and among a majority of our membership, however a majority of households speak a language that is neither French nor English, and recent statistics reveal that a third of the population in the Walkley sector does not speak French.

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[http://www.cssscavendish.qc.ca/fileadmin/csss\\_cvd/Qui\\_sommes\\_nous/Portrait\\_population/Pdf/Caracteristiques\\_2006\\_CSSS\\_Cavendish.pdf](http://www.cssscavendish.qc.ca/fileadmin/csss_cvd/Qui_sommes_nous/Portrait_population/Pdf/Caracteristiques_2006_CSSS_Cavendish.pdf)

<sup>2</sup> Comité de gestion de la taxe scolaire de l'île de Montreal

<sup>3</sup> Diagnostique et analyse des enjeux socioéconomiques, CDEC CDN-NDG, <http://www.cdeccdnndg.org>

### **Programs: 4-13 years old**

Sport programs offered at the Centre include

- Soccer 5-7 years and 8-12 years
- Basketball 5-6 years, 7-9 years and 10-13 years
- Hip Hop Dance 4-6 years, 7-9 years and 10-13 years

Our sports teams are non-competitive and aim to have children learn life skills such as conflict resolution and communication, the development of friendships and the promotion of exercise and a healthy lifestyle.

We also offer an arts and crafts activity Saturday afternoons.

The after-school program is run in partnership with local elementary schools from the Commission Scolaire de Montréal. Children referred to this program come from immigrant families where their mother-tongue is not French. The program provides help when completing homework, and animation of activities in French. Children are divided into groups and an animator helps them overcome their challenges with the assigned homework. Animators evaluate the children's needs on a continuous basis and develop strategies to best respond to these needs. The animators also plan and lead sport and recreation activities to keep the children occupied after they have completed their homework. These activities include science experiments, art activities, cooperative games, arts, cooking and outdoor sports.

### **Programs: 13-17 years old**

Our teen program services youth living in the surrounding areas. Through a variety of programs including tutorials, Open gym, Leadership, and Dance Crew, we aim to increase youth's self-confidence and sense of belonging, provide a healthy and supportive environment and ensure that they have people with whom they can talk when they are facing difficulties.

The leadership program targets a small group of 15-17 year old teens, and provides them with a first employment experience. The work opportunities program aims to increase the teen's self-esteem and help them develop long-term goals. The teens also developed stronger links with families and children in their communities, are perceived as responsible by the families and become mentors to the young children.

Le camp des *Jeunes Correspondants* à été créé suite à la constatation que beaucoup de nos jeunes Anglophones et Allophones et nouveaux-arrivants font des progrès considérables dans l'apprentissage de la langue française au cours de l'année scolaire, mais perdent leur confiance et l'habileté de communication en français pendant l'été créant des difficultés au moment de la rentrée scolaire à l'automne. Pour répondre à cette problématique, la CSDM et le Centre Loyola ont développé, en partenariat, le camp d'été de francisation pour adolescents.

Nous offrons aux jeunes une programmation estivale avec une variété d'activités incluant des ateliers sportifs, artistiques, artisanaux, théâtraux, des jeux de coopération ainsi que des sorties à la piscine locale et de grandes sorties à La Ronde, au Biodôme, aux glissades d'eau et plus encore! Au cours de l'été les jeunes produisent un journal hebdomadaire en français. À travers ce programme, les jeunes sont motivés à améliorer leurs acquis linguistiques afin de mieux communiquer avec leurs pairs et la communauté par l'entremise du journal. Nos moniteurs incluent des linguistes, professeurs et intervenants communautaires, tous engagés à promouvoir l'apprentissage du français aux jeunes.

### **Important partners**

There are many local actors in the neighbourhood who provide support, expertise and lend us material and facilities.

CLSC NDG-CSL

CJNDG – Comité jeunesse NDG, providing accounting services

Generation Foundation – provides free snacks for the afterschool program

Local high schools providing volunteers:

- Loyola High school
- École International de Montréal
- École Secondaire Villa Maria

## **Committees**

### *Table Jeunesse*

A committee for youth organizations in NDG to exchange on issues and work together to find solutions. Highlights of the Table Jeunesse's work has included hiring an outreach worker, developing a pre-employability for 18-25 year old youth, the Jeunes Leaders NDG leadership program and a youth consultation

### *Comité 6-12*

Similar to the Table Jeunesse, this committee is a place for groups to exchange on work done with the 6-12 year old population. Highlights of their work include the development of Bienvenue NDG, a referral service for new immigrant families

### *Comité aide aux devoirs*

A sub-committee of the Comité 6-12, this group work with organizations providing homework support to youth in the community. In the past this committee has developed an educational resources database and this year two training sessions for afterschool animators were developed and financed by the committee.

### *Comité sécurité urbain*

We continue to participate on the coordinating committee of this initiative and deem it important to represent youth and community issues at this level. This committee regroups the SPVM, the City of Montreal, health and education institutions and community partners concerned about safety.

### *CAL Jeunes en Santé*

This year we accepted to sit on the coordinating committee of Jeunes en Santé for a one-year mandate. Jeunes en Santé is a local group of community actors, and receives financing from Québec en Forme to develop healthy eating and physical activity initiatives in the neighbourhood.

Jeunes en Santé's initiatives this year included healthy community picnics, a new FamilyNet program in St. Raymonds, programs for family daycares, and training for staff in the various community centres. Loyola received funding from Jeunes en Santé to develop our Creative Wonders program and financing for the continuation of the NDG Community Basketball League. Loyola also sits on the *amelioration continu* sub-comitee of Jeunes en Santé

### *Comité de quartier (Commission scolaire de Montréal)*

Directors of all the local CSDM schools, school commissioners, school board employees, parent representatives of governing boards and community representatives meet once every three months to talk about challenges experienced globally in the neighbourhood by youth attending CSDM schools, and identify potential solutions. The Comité de Quartier finances the *Jeunes Correspondants* summer camp.

## **Our Board of Directors**

### **Responsibilities**

- Support the Association's mission
- Educate yourself about the needs of the children and families you serve
- Listen respectfully to other points of view
- Actively participate in an overall strategic planning process and assist in implementing and monitoring the plan's goals.
- Participate in planning and evaluation of programs and activities.
- Abide by the Bylaws and Policies of the Association
- Attend board meetings and actively participate in decision-making
- Review agenda and supporting materials prior to Board meetings.
- Share your area of expertise with the board and staff
- Enhance the organization's public standing. The board should clearly articulate the organization's mission, accomplishments, and goals to the public and garner support from the community.
- Avoid any conflict of interest or even the appearance of conflict of interest
- Participate in the Annual General Assembly and other events held by the Association
- Ensure adequate financial resources. Secure adequate on-going financial resources for the organization to fulfill its mission.
- Protect assets and provide proper financial oversight. The board must assist in developing the annual budget and ensuring that proper financial controls are in place. Read and understand the financial statements
- Build a competent board. All boards have a responsibility to articulate prerequisites for candidates, orient new members, and periodically and comprehensively evaluate their own performance. Hire, support and evaluate the director. The board should ensure that the director has the support he or she needs to further the goals of the organization.
- Ensure legal and ethical integrity. The board is ultimately responsible for adherence to legal standards and ethical norms.

### **Term of Service**

Members of the board are elected into office for a two (2) year term, and can only be elected at the Annual General Assembly.

### **Compensation**

Board members will not receive any compensation for their services as Board members. Furthermore, voting members of the Board are not allowed to be employees of the Association.

### **Time Commitment**

Board meetings are scheduled on the second Tuesday of the month from August to December and February to June. According to the Association's by-laws, there must be a meeting at least once every three months (3) where a majority of the Board of Directors (50%+1) are present in person. Meetings are normally two hours long. Board members are also asked to attend special events throughout the year.

### **Code of Ethics**

- Represent the interests of all people served by the Association and not favor special interests inside or outside the Association;
- Not use the Association or my service on this board for my own personal advantage or for the advantage of friends, relatives or supporters;

- Approach all board issues with an open mind, nonjudgmental attitude and respect for diverse opinions, and prepared to make the best decisions for the good of the Association
- Respect and support majority decisions of the board;
- Observe the procedures and display courteous conduct in all board meetings;
- Do nothing to violate the trust of those who elected or appointed me to the board or those we serve;
- Avoid conflicts of interest;
- Consider myself a trustee of the Association and do my best to ensure that it is well maintained, financially secure and always operating in the best interests of those we serve.

### **Confidentiality**

Directors on the Board may handle or have access to confidential information. Such confidential information or documentation may include personal information of staff, membership or organizational information or other information from members of the public that is required to be kept confidential.

Directors will hold all confidential information in trust and confidence, and will not use, disclose, communicate or convey, any such information. If there is any question as to whether information is considered confidential, Directors must consult with the President of the Board before any use or disclosure.

Directors will not allow any unauthorized person or persons to inspect or have access to any document that is of a confidential nature, regardless of media format, and will immediately report any unauthorized access to the President of the Board. Directors will not remove any records containing confidential information from the Association unless explicitly authorized to do so, and will return such records upon termination of any assignment or as requested by the President of the Board.

### **Personal commitment agreement**

I, \_\_\_\_\_, agree to serve as a member of the Loyola Association for the Development of Youth Board of Directors.

I have read the Loyola Association for the Development of Youth bylaws and Board Orientation manual and understand my duties and responsibilities. I agree to fulfill my obligations to the Association to the best of my abilities, including participation in required meetings and active involvement in the Association's activities. I agree to adhere to the requirement of the code of ethics and confidentiality clauses and the harassment policy.

I understand that my failure to meet the duties and responsibilities of my position could result in my removal from the Board, pursuant to the procedure outlined in the Association's bylaws.

I agree that if, at any time, I am unable to fulfill the commitment of my position on the Board of Directors, I will give appropriate notice of resignation to the President of the Association.