**SKYE Club Minimum Quality Standards**

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| **Category** | **Indicator(s)** | **International Standard** | **Explanatory Notes** |
| **SKYE Club Members** | SKYE Club members | 8-25 active members | Generally a Club’s membership decreases over time, as members get busy and have to leave. Thus, we recommend starting with a larger number of participants, in order to account for this natural attrition process. Groups as small as 8 can still be rich learning environments. We also recommend limiting the club’s maximum membership to 25 members as this provides the optimal situation for experiential learning. A member is considered active if he/she attends more than 50% of the club’s activities.  It is important to ensure that SKYE Club membership is gender-balanced with equal opportunities for female leadership and decision-making. However, there may be occasions where is appropriate to have female-only groups – this is necessary to consider in contexts were female youth will experience barriers/gender based violence if there is not strong social support for their participation in mixed forum. |
| **Age Category** | Age range | 18-25 years old | SKYE Club was developed primarily for young adults between 18 and 25 years of age. In rare situations clubs may include older or younger participants, but it is highly recommended to stick to this age group based on the content of the curriculum and the maturity needed to accomplish it. |
| **Meeting Space** | Meeting room | Minimum requirements for a SKYE Club meeting space:   * Safe * Comfortably accommodates entire group * Enough seats for all members * Available for weekly meetings year-round * Accessible to all members, including women and people with disability | Additional conditions to consider for a SKYE Clubs meeting space:   * Furnished (25 chairs and 2-4 tables which can be moved and arranged), and blank space on walls for flipcharts and posters * Storage space for club materials (if not, materials can be brought to each meeting by the club leaders). * Controllable temperature. * Easy to find and accessible for community members, partners, and beneficiaries. |
| **SKYE Club Leaders** | Number of club leaders | At least 1, but ideally 2-3 | It is important to have at least two leaders in order to provide consistent support for the Club’s activities. Ideally, a mix of gender in the leadership of the club is also a useful characteristic to consider. SKYE Club Leaders should be at least 18 years old. After a club matures, experienced and responsible members may also be appointed as junior leaders, and opportunities to promote female youth leaders should be explicitly explored. If a club has only one leader, that leader should look for an assistant to provide support in leading the club. |
| Training level | SKYE Club Leaders Training (6 days) | Each SKYE Club Leader must participate in at least the full six-day SKYE Club Leaders Training. If a new Leader is unable to attend the required training sessions, he or she must be willing to learn by working alongside other club leaders who *did* attend the training. |
| **SKYE Club Community Service-Learning Projects** | Number of projects per year | 3 community service-learning projects per year | This is a goal intended to motivate clubs to always be working on a project. However, some projects are more complicated and time-intensive than others and may take longer. The goal is quality, not quantity! When determining project priorities, please consider whether the project will benefit both men and women in the community. |
| Project quality | Project difficulty and quality should improve over time. | Clubs should advance in their ability to plan and implement more complex service-learning projects over time. |
| **Consistency of SKYE Club Meetings** | Number and duration of weekly meetings | 1-2 meetings per week, each meeting 1 ½ to 3 hours long | SKYE Clubs should meet on a regular basis. This standard can vary by club based on the community context and members’ schedules, as well as the time of year (holidays, etc.). Most SKYE Clubs meet year-round, with a slightly less regular schedule during the school vacation periods. SKYE Clubs are intended to meet for at least 18 months consistently as a group in order to complete the entire curriculum. |
| Variety of meeting activities | No set standard. | SKYE Clubs periodically do fun activities outside of their regular meetings (e.g. hikes, movie nights, field trips, etc.). This is based on interest and resources available. |
| **Curriculum Use** | Number of modules completed | No set standard. | The SKYE Club curriculum is a tool to be used with the leader’s discretion and as a club chooses. A healthy SKYE Club will be moving through new modules according to their learning needs and interests. The curriculum is designed to be completed in 18 months by a club meeting weekly, but may take longer or shorter based on the Club’s needs and pace. |
| **Reflection and Evaluation** | Evaluation meetings | Every 3 months | At the completion of every community service-learning project (approximately every three months), each SKYE Club should take time for reflection and evaluation of the learning process within the club (individually, through the community service-learning project, and as a group). Many tools are available to guide this reflection and evaluation, including the curriculum, Journal, and Passport. Leaders may use whatever they find most useful, and should explicitly consider the impact on male and female community and club members. |
| **Club Identity** | Identity markers | * Club has a specific name which includes the word SKYE Club. * Club knows what the SKYE Club acronym means. * Club uses the international SKYE Club logo. | These standards are intended to make SKYE Club into a recognizable movement that youth can feel a part of! |
| **Club Sustain-ability** | Efficient allocation of resources | No set standard. | Because the financial resources given by international partner organizations vary from one partnership to another, the only criteria in this category is that clubs use any resources they are given efficiently and respect the reporting procedures of the partner organization that supports them. |
| Level of initiative | No set standard. | The goal for SKYE Club clubs is that after 18 months of activity, they would either close (finish the curriculum and “graduate” from the program) or become self-sustaining (both financially and educationally, that is, requiring less coaching and oversight). This means that SKYE Club need to be continuously developing in their ability to raise community support for their projects and other needs. |
| **Data Collection** | Documents | SKYE Club Leaders/members must keep track of the following:   * Monthly attendance list * Member & leader database * Project database & financial records * Completed project templates | Additional documents that are worth collecting include press appearances, testimonials, “The Story of Our Club,” photographs, and success stories. Collecting such documents helps the SKYE Club Facilitators complete their reports and helps monitor the health and tell the story of each SKYE Club! Sex-disaggregated data should always be collected in order to ensure equal benefit to male and female members, and to identify/address barriers to participation. Also consider collecting data on other relevant criteria, such as disability or minority status, which will further improve equitable access and impact. |
| **Communic-ation and Support** | Online presence | Where possible, Clubs should have a Facebook page or group. | There are many online communication opportunities available to leaders and members of SKYE Club, including leader support and encouragement groups and member socialization groups. These are available through WV and vary with each country. |