



Canadian Council for Youth Prosperity
Conseil Canadien pour la Réussite des Jeunes



Co-Create With Youth Organization Check Up

Co-Create with Youth in the Workplace Toolkit



Check Up

Considering youth co-creation? Use our checkup tool to see your organization's current readiness for engaging with youth.

Purpose: This tool is designed for practitioners and employers who are considering engaging with youth in co-creation. This tool will ask you to reflect on your organization's current beliefs and values, skills and experience, capacity and resources and user reach in relation to youth.

How to Use: Print or digitally fill out this check-up tool. You can also program this document into the survey tool of choice. Complete all four sections. Once complete, calculate your results and map your scores to get your diagnosis.





My Organization

Tell us about yourself.

My organization is a(n)....

<input type="checkbox"/> Employer	<input type="checkbox"/> Youth-serving organization	<input type="checkbox"/> Workforce development organization	<input type="checkbox"/> Other
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My level in my organization is....

<input type="checkbox"/> Senior Leader	<input type="checkbox"/> Manager	<input type="checkbox"/> Individual Contributor	<input type="checkbox"/> Other
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My core role in youth engagement would be.... (Check all that apply).

<input type="checkbox"/> Strategy	<input type="checkbox"/> Program Design	<input type="checkbox"/> Program Implementation	<input type="checkbox"/> Adult Ally
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Beliefs and Values

Does my organization currently value youth voices? How much?
Reflect on each statement, and rank from Strongly Disagree to Strongly Agree.

My organization has a strategic plan for youth co-creation .				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 - Strongly Disagree	2 - Disagree	3 - Neutral	4 - Agree	5 - Strongly Agree
My organization has core values that support youth.				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 - Strongly Disagree	2 - Disagree	3 - Neutral	4 - Agree	5 - Strongly Agree
My organization values different cultures, groups and lived experiences of youth.				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 - Strongly Disagree	2 - Disagree	3 - Neutral	4 - Agree	5 - Strongly Agree
My organization offers a safe space for youth to share their experience.				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 - Strongly Disagree	2 - Disagree	3 - Neutral	4 - Agree	5 - Strongly Agree
My organization is open to feedback and input from youth.				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 - Strongly Disagree	2 - Disagree	3 - Neutral	4 - Agree	5 - Strongly Agree



Skills and Experience

What in-house skills and experiences does your organization have to bring to youth co-creation?
Reflect on each statement, and rank from Strongly Disagree to Strongly Agree.

My organization has knowledge on youth co-creation best practices.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has knowledge on diversity, equity and inclusion for youth.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has policies and procedures in place to protect youth.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has tools and program in place to capture youth feedback.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has ran youth engagement experiences in the past.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree



Capacity and Resources

What time, money and commitment does your organization have for youth co-creation?
Reflect on each statement, and rank from Strongly Disagree to Strongly Agree.

My organization has staff resources to allocate to youth co-creation.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has financial resources, such as stipends and honorariums, for youth co-creation.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has social capacity, such as senior leadership buy-in, for youth co-creation.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has skill capacity, such as facilitation and project management, for youth co-creation.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has the necessary physical resources, such as room rentals, computers and software, for youth co-creation.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree

Total Score



User Reach

How connected is your organization to youth already? What trust and connection do you have with youth? Reflect on each statement, and rank from Strongly Disagree to Strongly Agree.

My organization can easily connect to youth audiences.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has communication strategies to attract youth.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has established relationships with youth.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization has youth staff members.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree
My organization can grow and retain youth staff.				
<input type="checkbox"/> 1 - Strongly Disagree	<input type="checkbox"/> 2 - Disagree	<input type="checkbox"/> 3 - Neutral	<input type="checkbox"/> 4 - Agree	<input type="checkbox"/> 5 - Strongly Agree

Total Score



Score Yourself

Let's see how your organization did and establish your baseline.

For each section of the check up, score each statement using the following point system:

1 point Strongly Disagree	2 points Disagree	3 points Neutral	4 points Agree	5 points Strongly Agree
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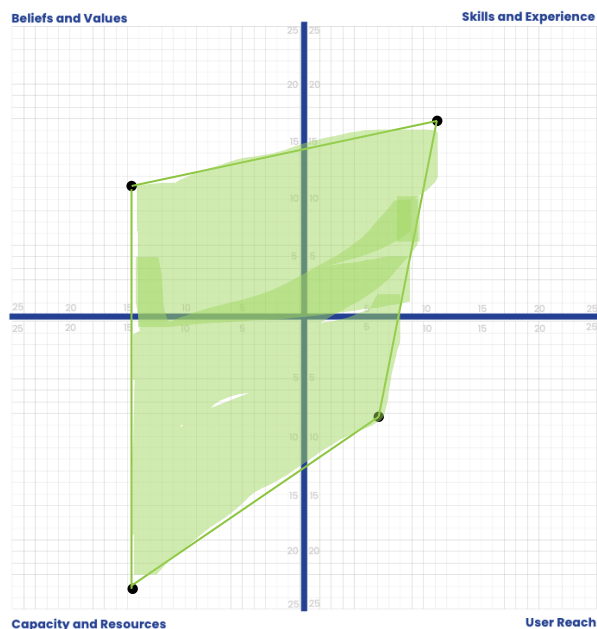
Add your total points for each section together. Record your total score for each section below:

<hr/>	<hr/>	<hr/>	<hr/>
Beliefs and Values	Skills and Experience	Capacity and Resources	User Reach



Graph It

Map your scores on the graph to the right. Using your total score per category, place a dot for each on the corresponding quadrant. Draw lines to connect the four dots to get a visual representation of where your organization is at.



Beliefs and Values

Skills and Experience

25 20 15 10 5 5 10 15 20 25

Capacity and Resources

User Reach



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Check Up

How did you do? Looking at your graph, reflect on the questions below.

- What shape did you create? How would you describe your organization based on the graph?
- What are the existing strengths of your organization when it comes to youth co-creation?
- What are areas where there is a deficit for youth co-creation?
- What areas will you need to address within your organization to get ready to co-create with youth?

