



## Youth Leadership Development Program

*Learn to Lead. Lead to Learn.*

### To whomever this may concern

This is to confirm that Cathy Li has contributed the recorded hours towards community service by serving as a Youth Leader in the Youth Leadership Development Program.

Role	From Date	To Date	Total Hours
Youth Leader	09/07/2018	11/03/2018	20

The Youth Leadership Program is designed to develop the speaking and leadership skills of young people. Participants are taught the below listed to develop the participant's self-confidence and interpersonal communication skills.

1. How to prepare and present a speech.
2. Conduct meetings.
3. Listen Effectively
4. Evaluate the presentation

#### Tasks of a Youth Leader

1. Prepare session plans per the YLDP Youth Leader's Guidelines
2. Prepare and deliver presentations to demonstrate the skills required to make a good presentation.
3. Develop the participants by teaching, reviewing, and evaluating their presentation.
4. Responsible for the classroom administration – preparing the agenda, speech schedule, roles assignment, maintaining the log and other related tasks.

#### Topics covered in each session of the Youth Leadership Program

1. Introduction to Public Speaking
2. Impromptu Speaking
3. Organizing your Speech
4. Listening
5. Gestures in Speaking
6. Voice and Vocabulary
7. Final Presentation / Organize the special event

We would like to wish our Youth Leader good luck in all their endeavors. If you have any questions please email [cecilia@yldp.org](mailto:cecilia@yldp.org).

Thank you,

*Cecilia Jackson*

Cecilia Jackson - Executive Director  
[www.yldp.org](http://www.yldp.org)