



Hive Chicago Learning Network Membership Guide

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This document describes the Hive Chicago Learning Network (also referred to here as Hive Chicago or the Network) and its membership guidelines.

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1 - The Work of Hive Chicago

The mission of the Hive Chicago Learning Network (<http://www.hivechicago.org>) is to transform the learning landscape by empowering youth and educators to enact Connected Learning (<http://connectedlearning.tv/>) through a diverse network of civic and cultural institutions. The Hive envisions Chicago as a connected community where all learning counts and where the unbounded interests of youth are *amplified* in a network of opportunities to grow and learn.

The passionate, dedicated Network members that are building this community today have identified three goals for our budding network (<http://www.hivechicago.org/hivechicagogoals>):

1. Cultivate and illuminate Network connections to **create learning pathways**.
2. **Enable equitable access** to Hive Chicago opportunities by extending the Network's reach beyond the youth we already serve.
3. **Spark and sustain innovation** through varied and dynamic mechanisms that enable the Network to learn and grow.

The Hive supports its mission, vision and goals through a variety of professional development opportunities for staff; coordinated, Network-wide events and programs for youth; strategic relationships with private, public and government stakeholders; and funding opportunities for member organizations through facilitated RFPs and targeted investments. Hive Chicago Learning Network operations are supported by the MacArthur Foundation through a grant to the Mozilla Foundation. Hive Leadership (operations) staff are employed by the Mozilla Foundation in Chicago and currently include:

- Sam Dyson, Director <sam@mozillafoundation.org>
- Robert Friedman, Portfolio Strategist <robert@mozillafoundation.org>
- Elsa Rodriguez, Programs Manager <elsa@mozillafoundation.org>

The Hive Chicago Member Advisory Committee: provides strategic guidance for Hive operation staff on mission, vision and goals; supports and mentors Network member organizations and staff; and represents Hive membership. The Committee consists of six Network member-organization staff members on a rotating 18-month appointment; they currently include:

- Jeremy Dunn, Director of Learning, Chicago Public Library
- Hallie Gordon, Artistic and Educational Director of Steppenwolf for Young Adults, Steppenwolf Theater
- Manny Juarez, Manager of Teen Initiatives, Architecture Foundation
- Manwah Lee, Executive Director, Street Level Youth Media
- Dr. Rabiah Mayas, Director of Science and Integrated Strategies, Museum of Science and Industry
- Heather Schneider, Digital Learning Manager, Shedd Aquarium

2 - Hive Network Membership and Collaboration

The ongoing commitment and contributions of Hive's membership is essential for the Network to pursue its mission, vision and goals.

Although it is not *necessary* to be a member of the Network to collaborate with the Hive, **membership offers several benefits**, such as:

- Access to educational thought leaders and innovators
- Participation in an active professional learning community
- Connection to a wide spectrum of Chicago's youth-serving partner organizations
- Collaboration with a growing community of Hive Networks expanding globally

And with the understanding that increased participation in the Network requires greater

commitments of time and talent, there are **added benefits for membership at the highest level of engagement**, such as:

- Invitations for staff to serve on the Hive Chicago Member Advisory Committee
- Access to conferences, travel grants, and other funding opportunities
- Invitations to events that elevate the visibility of your youth programs
- Ability to lead on submissions to Hive Requests for Proposals (RFPs)

Notwithstanding the benefits of membership, the Hive remains an open community that welcomes participation and collaboration with organizations and individuals whose work is aligned with ours. **Members and non-members alike are always welcome to:**

- Participate in Hive events
- Attend regular monthly meetups
- Collaborate on submissions to Hive RFPs
- Join the Minigroup online community forum at <http://bit.ly/GoHiveCHI>

3 - How to Participate in the Hive

There are two different levels of **membership** in Hive Chicago, aligned with engagement level:

Partners are non-profit organizations who directly serve Chicago middle- and high-school youth through in-school and out-of-school programs, and whose participation reflects the highest levels of engagement in the Hive.

Affiliates are for-profit or non-profit organizations, institutions, or companies who desire to form strategic partnerships with Hive Chicago through their own youth-serving initiatives aligned with Hive mission, vision and goals (above).

These levels are intended to clarify, expand, and enrich the various modes of participation in the Network, not to restrict them. Despite the titles, all members of the Hive Chicago Learning Network are considered to be allied with, affiliated with, and in partnership with the Network through our shared mission to enact connected learning.

How Does an Organization Become a Partner or an Affiliate?

Hive Chicago takes in new members twice each year. Candidates submit an application, which is reviewed by Hive Chicago Leadership and the Member Advisory Committee. New members must attend an orientation, in which they receive: an overview of the Network's mission, vision, and goals; a review of member expectations; assignment of an Advisory Committee mentor, and

an opportunity to connect with other new and current members. The Hive Chicago Advisory Committee mentor will serve as the new member first point of contact as they become more familiar with the function and expectations of the Network. Members must renew their membership yearly.

Ally Engagement

Hive Chicago Allies are individuals and organizations who do not serve youth directly but who support connected learning for young people through advocacy, outreach, or fundraising. Allies are excited about the Hive Network mission, vision, and goals and want to support Hive Chicago's growth and success.

Allies are named by Hive Chicago leadership on an individual and ongoing basis, based on mission alignment and potential for a mutually beneficial relationship. Allies may include donors, but this is not a requirement for Ally membership.

If you are interested in becoming an Ally of the Hive, please complete this information form:

- <http://bit.ly/2013AllyApp>

4 - Expectations for Members

Expectations for Partners

Hive Chicago Partners are expected to join and contribute to our open, participatory, professional community, engage with connected learning principles and practices, collaborate with other Hive members, and share their work and resources.

Join & Contribute – Partner organizations are expected to be in attendance at monthly meetups, to participate openly in whole and small group activities, and to use our internal and external communication channels to share news and information about their organization and programming. Each Partner organization (not each individual person) can expect – but are not guaranteed – to have a Network-elected representative serve an 18-month term as an Advisory Committee member at some point during their membership.

Engage – Hive Partners share a commitment to the values and principles of connected learning and are expected to engage in stretching to enact connected learning in their program offerings to youth and spreading awareness of connected learning within their own organizations and professional communities.

Collaborate – Hive Partners are expected to seek and find collaborative opportunities within the Network. Innovation often happens at the intersection of diverse people and ideas, so Partners are encouraged to find multiple opportunities to collaborate and experiment with other members, especially those with whom they would not naturally connect. All funding opportunities require collaboration.

Share - Hive Partners are expected to share their work and resources by:

- contributing to a Hive member database, map and directory;
- sharing general information through Hive communication channels;
- linking to Hive social media outlets;
- indicating Hive membership on public-facing channels;
- storytelling through blog posts;
- sharing lessons learned and participating in ongoing evaluation activities;
- providing workshops and professional development to fellow Hive members;
- creating and sharing tools that others can use.

We also ask that Hive Members celebrate and share the good work of the Network – serving as Hive ambassadors in their circles and communities.

Hive Chicago Partner organizations are expected to sign an annual Memorandum of Understanding (MOU), which outlines the full expectations and benefits of Partner membership. Partner organizations must also send an executive-level representative to the annual *State of Hive Chicago* meeting during which Hive Chicago leadership will share Network gains and goals, discuss cross-organizational mission alignments, and address questions and concerns.

Expectations for Affiliates

Hive Chicago Affiliates are expected to support the mission, vision, and goals of Hive, to engage, as appropriate, in the general Hive community, and to contribute to Hive in ways that extend and deepen Hive’s service to youth and educators. We expect that for-profit Affiliates will refrain from solicitation of members or any other actions that appear to link, in appearance or in actuality, Hive affiliation with organizational gain or financial profit. Hive Chicago leadership will establish specific MOUs collaboratively with Affiliates to ensure that mutual expectations and outcomes agreed upon.

Expectations for Allies

Allies are able to support and extend the work of the Hive in multiple ways. This can be done through strategic project collaborations, outreach to new audiences, advocacy, and fundraising, all in coordination with Hive leadership. Fundraising and grantmaking is not a requirement of this level of membership.

5 - Who is Eligible for Hive Funding?

The Chicago Community Trust's Hive Fund for connected learning provides an internal mechanism for supporting innovative projects that forward connected learning for Chicago's youth. Each year, two RFPs are released by the Chicago Community Trust specifically to the Hive Chicago community. An independent team of reviewers – including Hive Chicago funders, Chicago civic institutions (e.g. the Mayor's office), and representative leadership from other Hive localities – determines the merit of submitted proposals and makes recommendations for funding. Funding decisions are finalized by Chicago Community Trust and MacArthur Foundation directors. Hive Chicago leadership provides helpful context to the external review committee but neither Hive leadership nor the Member Advisory Committee are members of the proposal review committee.

All Hive Chicago proposals must have a Hive Chicago Partner as the lead organization. New Partners may apply for funding as a lead organization after 6 months of membership. Affiliates and Allies may collaborate on a proposal at any time and collaboration on Hive Chicago proposals is not limited to Hive Chicago members. Hive Chicago's for-profit Affiliates can not be direct recipients of funding from the Chicago Community Trust, but may receive regrants through the lead applicant on a Hive proposal.

Hive Chicago membership at any level does not guarantee funding at any point in time.

Appendix 1 - Hive Member Benefits and Expectations Chart

	Partner Members	Affiliate Members	Allies	Non-Members
BENEFITS				
Attend meetups	X	X	X	X
Join Minigroup	X	X	X	X
Collaborate on grants	X	X	X	X
Serve on Advisory Committee	X	X		
Apply for travel grants	X	X		
Apply for mini-grants	X	X		
Lead on grants	X			
Eligible to Receive Direct CCT Funding	X	Non-profit Affiliates only		
EXPECTATIONS				
Regularly Attend Meetups	X	X		
Share Updates Online	X	X		
Enact Connected Learning w/ Youth	X	X		
Collaborate with Hive Members	X	X		
Renew Membership Annually	X	X	X	
Advocate for Network	X	X	X	

