

November – December 2008 Training News



Greetings National Service Partners!

This bi-monthly training newsletter provides information you will need for planning ahead to attend upcoming trainings to support your professional development. Selected training resources and grant deadlines are also listed. We look forward to your attending the upcoming Volunteer Florida – sponsored Joint AmeriCorps and Disability Organizations Workshop, “Building Communities from the Inside-Out,” on November 19-21, 2008, at the Rosen Centre in Orlando. See you there!

Please note: If you need a reasonable accommodation to participate in any Volunteer Florida-sponsored training, contact Dee Wilder with your request at 850-410-3452 at least one week prior to the event.

Training News and Upcoming Deadlines & Events

UPCOMING TRAININGS:

November 17 - 19, 2008 – The **2008 Florida Institute on Service-Learning & Engaged Scholarship** in Orlando, co-hosted by the Florida Alliance For Student Service, including Florida Campus Compact, Florida Learn and Serve, and FASS AmeriCorps VISTA Initiative. To register or to get more information, see www.fsu.edu/~flserve.

November 19 – 21, 2009 - The required quarterly **2008 AmeriCorps Program Directors Meeting**, sponsored by Volunteer Florida, will be held at the Rosen Centre Hotel in Orlando Wednesday, **November 19 through Friday, November -21**. The theme of this meeting is “Building Communities from the Inside-Out,” with a focus on planning for sustainability through community partnerships with Disability Organizations. Volunteer Florida’s Inclusion Council meets on Wednesday, November 19, and the required Volunteer Florida Business meeting for AmeriCorps Program Directors will be on Thursday morning. **AmeriCorps Program Directors should bring their list of Community Partners for the required Statewide Evaluation of AmeriCorps Programs to the Business Meeting!** Program Directors are provided lodging on Wednesday and Thursday. It is recommended that Program Directors register from 5:00 p.m. to 8:00 p.m. on Wednesday, November 19. **PLAN TO ARRIVE at the hotel by Wednesday evening, and NO LATER THAN 8:00 a.m. on Thursday, Nov. 19, 2009, to get the full benefit of this meeting.**

2008 Volunteer Management Training Series (VMTS) to be offered at Volunteer Centers:

AmeriCorps Program Directors are encouraged to participate in the trainings listed below and learn to build essential skills and knowledge. If you would like to participate and need assistance with registration fees, please contact Dee Wilder at 850-410-3452 or e-mail dee@volunteerflorida.org.

- HandsOn Jacksonville, Inc., formerly Volunteer Jacksonville, will conduct a free training for community members who want to become engaged in positive community change through leadership. The **Project Leader Training** prepares individuals to lead groups of volunteers in meaningful service projects in collaboration with HandsOn Jacksonville and non-profits. Trainings are on Wednesdays, **November 19, and December 17, 2008**, 4:00 pm - 6:00 pm. To register: http://www.handsonjacksonville.org/projects/viewProject.php?_mode=occurrenceView&_action=load&ixActivity=573, or contact jenny@handsonjacksonville.org.
- Volunteer LAKE, Lake County's address for Volunteering (www.lakecountyfl.gov), is conducting a half-day workshop on *Grassroots Leadership: Skills for Community Action* on **December 6, 2008**, from 9:00 a.m. to 1:30 p.m. at the St. Matthews Church of God by Faith, 26920 Yahala Road, Yahala, Florida. For information or to register, contact Gwen Manning at gmanning@lakecountyfl.gov or 352-742-6590.

- The Nature Coast Volunteer Center (NCVC) and the Retired and Senior Volunteer Program announce the January Volunteer Management Training Series, to be offered through a joint venture with RSVP of Marion County and RSVP of Citrus County, to be available in two locations - either the Citrus County Resource Center or the Ocala CFCC Campus. Participants will be eligible for the Florida Volunteer Management Training Certificate. Citrus County trainings will be held **January 21-22, 2009** 8:30 am - 5 pm, and in Marion County on consecutive Wednesdays **January 7 through February 11, 2009**, 8:30 am – noon at the CFCC campus in Ocala. Registration forms are available online at www.naturecoastvolunteercenter.org or for more information please call 352-527-5950.

Disaster Training News!

COOP Tip #11 - If your worksite were to be damaged by a fire, lightning strike, tornado or other emergency, how would you communicate with your AmeriCorps team and continue your Corps' operations? Find out if your host agency/organization has a Continuity of Operations Plan (COOP) and whether it includes an emergency communications plan or provides an alternate worksite for your program. Talk with your program partners about how you could assist one another by sharing resources in the event of a disaster. For details on COOP planning, download "COOP for Smaller Community-based Organizations" at www.volunteerflorida.org. Click on "Emergency Management," then on "Publications." The COOP forms in the back will help you "jump-start" your own Continuity Of Operations Plan.

VOLUNTEER FLORIDA Training Vouchers are still available for CPR/First Aid Trainings!

Volunteer Florida continues to provide AmeriCorps programs with CPR/First Aid Training Vouchers to facilitate payment to participating American Red Cross chapters for this required training for AmeriCorps members. To request training vouchers (a \$25 credit towards the training fee), AmeriCorps program directors should complete a Voucher Request Form available from Erin Pantoja at Volunteer Florida, erin@volunteerflorida.org, or on the Volunteer Florida website at www.volunteerflorida.org. If you have any questions regarding the training vouchers please contact Erin Pantoja at (850)-414-0095.

Service Days and Training Events:

SEASONS OF SERVICE are national opportunities for people to volunteer for service projects throughout the year and turn people *on to service so they will become life-long volunteers*. Upcoming Service Days are:

November

November 4 - U.S. Election Day; <http://www.usa.gov/Citizen/Topics/Voting.shtml>

November 6-8 - 12th Annual Healthy Communities * Healthy Youth Conference - Igniting Sparks: Connect to Hope - Minneapolis, MN; <http://www.hchy.org>

November 7-9 – National Honor Society & National Junior Honor Society Conference – Orlando, FL; <http://www.nhs.us/conference>

November 9-11 – Independent Sector Annual Conference – Philadelphia, PA; <http://www.independentsector.org/conference>

November 11-15 – National League of Cities Congress of Cities – Orlando, FL; <http://www.nlc.org>

November 12-18 - People to People International's Global Youth Forum - Denver, CO; <http://www.ptpi.org/programs/GYF.asp>

November 19 - 22 - IANYS 8th Global Conference on National Youth Service - Paris, France; www.icicp.org/ianys

November 20 - Nestle Very Best in Youth Program

<http://www.nestle-verybestinyouth.com/AboutVBINY.aspx>.

December

December 3-5 – Fall Institute on Service Learning: Service Learning-A Strategy for Keeping Youth in School; Philadelphia, PA; www.igesl.org

Grant Opportunities, Contests and Announcements:

Volunteer Florida to sponsor Statewide AmeriCorps Service Projects to commemorate Martin Luther King, Jr., DAY – January 19, 2009!! Volunteer Florida is encouraging all national service programs to participate in a **statewide national service event** this year by providing opportunities for AmeriCorps and national service programs and AmeriCorps ALUMS to be involved in pre-planning for community-wide and regional events to address poverty and/or needs in distressed communities. Motivate your AmeriCorps members by downloading free MLK Day posters at www.mlkday.gov and watching the "Now is the Time....." video at <http://www.mlkday.gov/resources/time/index.asp>.

GrantStation Webinars Scheduled for November

November 11, 2008 - [Developing a Powerful Need Statement](#) - Cynthia Adams, CEO of GrantStation, is offering a webinar on how to create a persuasive need statement for your organization. This 90-minute webinar is designed for both seasoned grant writers and those with little or no experience. You will learn how to "paint a picture" so that grant-makers understand the extent of the problem or need faced by your community. The webinar will include advice on how to gather facts and statistics from the Internet in order to bolster your need statement, and is scheduled for Tuesday, November 11, 2008, at 2 p.m. EST. The registration fee is \$89 per person. Register on the website listed above.

November 14, 2008 – Deadline for National Wildlife Federation Campus Ecology Fellowship Grants

National Wildlife Federation's Campus Ecology program awards fellowship grants to undergraduate and graduate students National Wildlife Federation's Campus Ecology Fellows confront global warming on their campuses and help to educate and engage the campus community on global warming impacts and solutions. Monetary fellowship grants are awarded to undergraduate and graduate students working with other members of the faculty, staff, or administration committed to reduce their campus carbon footprint; projects including: greenhouse gas inventories, climate action plans, energy conservation and efficiency, habitat restoration, convening climate action gatherings and more.

Visit <http://www.nwf.org/campusecology/fellowships/>

On-going - Allstate Foundation Funds for National and Local Programs

The Allstate Foundation provides support to national programs as well as local programs in company communities throughout the United States. Proposals must address needs within one of the following three focus areas: Tolerance, Inclusion, and Diversity, including teaching tolerance and ending discrimination and hate crimes; Safe and Vital Communities, including youth anti-violence, neighborhood revitalization, and teen driving safety; and Economic Empowerment, including financial education and empowerment for domestic violence victims. Applications are accepted throughout the year. To review the funding guidelines and access local contact information, visit <http://www.allstate.com/foundation/>

November 30, 2009 – Deadline for 2009 FamilyFun Volunteers Contest

Have you and your kids worked together on a project that helps the environment? Maybe your family started a recycling program in your school or turned a vacant lot into a community garden. Enter the 2009 FamilyFun Volunteers Contest: Green Edition and tell us all about it. Five families chosen by the editors and HandsOn Network will each win \$5,000 for the nonprofit of their choice, courtesy of The Walt Disney Company. We also want to hear about your family's best, most creative and most successful Green Tips: simple ways you and your kids have changed your lives to reduce your impact on the planet, such as switching to reusable lunch containers or starting a "walking school bus" to get kids to school. The 25 families whose green tips are chosen for publication will each receive \$100. Go to <http://FamilyFun.com/vhttp://FamilyFun.com/volunteers> for official rules and submission instructions.

Ongoing - Volunteer Florida can help if you need FUNDING FOR A MEMBER WITH A DISABILITY who needs a reasonable accommodation to successfully complete his or her term of service. Contact Paul Martell at 850-414-0093 or paul@volunteerflorida.org.

RESOURCES:

Have you seen or used Program Snapshots to “TOOT YOUR OWN HORN” lately? - Curious about how others in your community and the nation are serving? Check out the Effective Practices Collection's new [Program Snapshots](#) page. Organized by topic, these program snapshots include plenty of success stories. Your own program could be highlighted by [submitting YOUR effective practice online](#).

Leadership Book and BLOG - Former Volunteer Florida Commission Chair and retired Executive Vice-Chair of Walt Disney World Resort, Lee Cockerell, has a book and free Leadership Blog available at www.LeeCockerell.com. Creating Magic - 10 Common Sense Leadership Strategies From A Life At Disney, is based on the principles taught at the World Renowned Disney Institute, and the book is on sale at the website above. *Sign up for a free preview chapter at www.LeeCockerell.com.*

Attention New AmeriCorps Program Directors: Training materials and Power Point presentations from the New AmeriCorps Program Directors Orientation in Tallahassee in September 2008 are available on the Volunteer Florida website at www.volunteerflorida.org, under AmeriCorps, “Program Director Resources,” or see the links below:

- [Sample Service Site Agreement](#)
- [Sample Time Sheets & Common Audit Findings 2008](#)
- [AmeriCorps Member Benefits 2008](#)
- [Tracking Performance Measures 2008](#)
- [Member Orientation](#)
- [Program Budget & Finance Issues](#)
- [Prohibited Activities](#)
- [AmeriCorps Member Retention](#)
- [Preparing for Site Visits](#)
- [Monitoring & Tracking Performance Measures](#)
- [Education Award PD Meeting 9-08](#)

New Online Course for Youth Programs – A new online course is now available for tutoring, mentoring, out-of-school time, and other youth-development programs funded by the Corporation for National and Community Service. "**Youth Impact: Starting and Strengthening Quality Programs**" will help you find, prepare, and keep the right members and volunteers to work with youth. To access the course, go to the Online Learning Center at the Resource Center at my.nationalservice.org. For assistance accessing the course, contact LEARNS at (800) 361-7890, or learns@nwrel.org. For additional tools, training, and information, see the Resource Center: www.nationalservice.gov/resources.

CIVIC REFLECTION Resources can assist you in promoting civic reflection as an indispensable component of the AmeriCorps experience. The Project on Civic Reflection (www.civicreflection.org) has online tools, resources, and directories encompassing current thought around civic reflection. The site also contains news sources dedicated to reporting on civic reflection around the country.

EnCorps is a set of online resources for AmeriCorps and VISTA program staff targeting **member recruitment, placement, orientation, ongoing training, and transitioning beyond their year of service**. To view this collection of The Resource Center, www.nationalservice.gov/resources, contact EnCorps at encorps@nwrel.org or 1-877-250-1615 for more information.

PLEASE CONTACT ME IF.....

Volunteer Florida wants your help identifying **Best Practices** in national service programs that can be shared to help other programs learn from your experiences. Please submit best practices along with articles, web sites, or innovative resources to Dee Wilder at 850-410-3452, or contact me at dee@volunteerflorida.org.

This training newsletter is available in alternative formats, i.e., Braille, audio formats, large print, and computerized formats. Contact Paul Martell at 850-414-0093 with your request.