

# September – October 2008 Training News



## Greetings National Service Partners!

This bi-monthly training newsletter provides information you will need for planning ahead to attend upcoming trainings and conferences to support your professional development. Selected training resources and grant deadlines are also listed. **MARK YOUR CALENDARS** to attend the upcoming Volunteer Florida – sponsored AmeriCorps and National Service trainings in September and November.

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:

**September 10, 2008** - All-day FINANCIAL TRAINING FOR AMERICORPS PROGRAMS at the University of Phoenix in Jacksonville. Topics are “Financial Reports,” “Match and In-Kind Contributions,” Grants Management (general),” and “Common Audit Findings.” Volunteer Florida will provide lunch to registered participants, while AmeriCorps programs are required to pay their own travel expenses. Program Directors must make their own hotel reservations at the recommended hotel.

**September 11, 2008** – DISABILITY INCLUSION TRAINING for AmeriCorps Program Directors. AmeriCorps State programs who have not participated in the contractually-required disability trainings can attend this half-day workshop and receive two of the three required trainings. Trainings will begin at 8:30 am and end by 12:30 pm. ADVANCE REGISTRATION is required and lunch will be provided. If you are not already registered and wish to attend, please call Dee Wilder at 850-410-3452.

**September 24-26, 2008** – New AmeriCorps Program Director Orientation at the Doubletree Hotel in Tallahassee. Volunteer Florida will provide training, lodging and meals for new AmeriCorps programs and their financial staff. Programs are responsible for their own travel expenses and should **arrive at the meeting by 2:00 pm on Wednesday, September 24**. Breakfast and lunch will be provided each day of the training, and the meeting will conclude after lunch on Friday, September 26. Online registration is available on the Volunteer Florida website until October 17, 2008.

**November 19-21, 2008** – The final required quarterly 2008 AmeriCorps Program Directors Meeting will be at the Rosen Centre in Orlando. 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 Program Directors will be provided lodging on Wednesday and Thursday. Program Directors may register *from 5:00 p.m. to 7:00 p.m. on Thursday*. **PLAN TO ARRIVE NO LATER THAN 8:00 a.m. ON Thursday, Nov. 20**. Watch for online registration in early September.

**WELCOME NEW AMERICORPS PROGRAMS!** Volunteer Florida welcomes the following new AmeriCorps programs that are serving in communities starting in August and September of this year:

1. AmeriCorps Great Explorations, an Education program in St. Petersburg, Florida
2. City Year Miami, an Education program in Miami, Florida (CITY YEAR MIAMI OPENING DAY IS SEPTEMBER 26, 2008. For information, visit [www.cityyear.org](http://www.cityyear.org).)
3. Greater Miami Service Corps, a Human Needs program in Miami, Florida
4. Literacy AmeriCorps Palm Beach County, an Education program in Delray Beach, Florida
5. Public Allies Miami, a Human Needs program in Miami, Florida

For information on how to apply for an AmeriCorps program in your community, watch the Volunteer Florida website, [www.volunteerflorida.org](http://www.volunteerflorida.org), or contact Amieko Watson, Volunteer Florida Director of National Service Programs, at [Amieko@volunteerflorida.org](mailto:Amieko@volunteerflorida.org).

**ATTENTION!! -- Statewide Evaluation Update – The REQUIRED 2008 Statewide Evaluation of ALL Florida AmeriCorps programs** is currently in the Pilot Test phase with the seven AmeriCorps program directors who serve on the Evaluation Advisory Team. Conducted by Dr. Jim Hinterlong and Christina Miller of Florida State University, the official start date for the evaluation is January 2009, at which time ALL Florida AmeriCorps programs will contact **FIVE community partners** to participate. If you have questions or want to submit/confirm your list of community partners for promoting sustainability, please contact your Volunteer Florida Program Consultant.

**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](mailto:dee@volunteerflorida.org).*

HandsOn Jacksonville, Inc., formerly Volunteer Jacksonville will be conducting trainings on **September 18<sup>th</sup>** (Module 1 & 2), **September 25<sup>th</sup>** (Module 3 & 4), and **October 2<sup>nd</sup>** (Module 5 & 6). Classes will be held at the University of Phoenix from 9:30 AM to 4:30 PM. The cost for Volunteer Jacksonville members is \$175.00 and non-members \$265.00. Contact Nancy Davis Knight at 904-332-6767, or see the application form at [www.volunteerjacksonville.org](http://www.volunteerjacksonville.org).

Volunteer LAKE, Lake County's address for Volunteering ([www.lakecountyfl.gov](http://www.lakecountyfl.gov)), is conducting trainings on **October 29, 2008** (Modules 1-3) - Understanding Volunteers/Unpaid Interns; Planning Your Volunteer Program; and Recruiting, Placing, Retaining Volunteers; October 30, 2008 (Modules 4-6) - Orienting & Training Volunteers; Supervising Volunteers; Evaluating Your Volunteer Program. AmeriCorps Registration Fee is \$125, including breakfast, lunch, materials, and Florida Volunteer Management Certificate. Training series will take place in Lake County at Lake Receptions in Mt. Dora from 9:00 am – 5:00 pm daily. Contact Helena Osborne-Ponsi at [hosborne@lakecountyfl.gov](mailto:hosborne@lakecountyfl.gov) or 352-742-6590 for questions or to register.

Volunteer Resource Center of Polk County is offering all 6 modules of the training series on Wednesday, September 10, from 10:00 a.m. to 4:00 p.m. Trainings will be held at USF Polytechnic (Lakeland Technology Building 1122, 3433 Winter Lake Road), Lakeland. The fee of \$99.00 includes materials, lunch and Certificate of Completion. Call Joy Johnson at 863-533-5925 for more information.

### **Disaster Training News!**

Donations Management Training will be conducted on September 9-10 in Yulee Florida. This course is for persons at the State and the local level who have responsibility for planning, coordinating, implementing, and operating a donations management function. Topics include planning and operational considerations for an effective donations management system at the local level. Emphasis is placed on the importance of collaborative partnerships between local government, volunteer agencies, and community organizations as the key success in donations and volunteer management. Registration is available at: [www.floridadisaster.org/TrainingCalendar/application.asp?id=1276](http://www.floridadisaster.org/TrainingCalendar/application.asp?id=1276). The FDEM will forward the application to the County Emergency Manager in the applicant's county for approval.

### **VOLUNTEER FLORIDA Training Vouchers 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 must complete a Voucher Request Form available from Erin Pantoja at Volunteer Florida, [erin@volunteerflorida.org](mailto:erin@volunteerflorida.org). Vouchers will be pre-printed for each trainee and mailed to the program prior to the scheduled training. Vouchers must be presented by each member to the American Red Cross Chapter at the time of the training. Program directors are responsible for scheduling trainings and must adhere to the American Red Cross chapter's cancellation and refund policies. If you have any questions regarding the training vouchers please contact Erin Pantoja at (850)-414-0095 or at [erin@volunteerflorida.org](mailto:erin@volunteerflorida.org).

## **Service Days and Training Events:**

**Register to Attend Youth Service Institute 2008: Across the Street, Around the World - October 26-28 in Orlando, FL** - Across the Street, Around the World youth are improving their communities through service and service-learning. Mark your calendars to join Youth Service America in Orlando, FL for the 2008 Youth Service Institute October 26-28. The Institute will present opportunities for participants to strategize ways to think AND act both locally and globally. It is the ideal environment for individuals and organizations to further develop their programs while learning inventive ways to engage young people as assets and resources on Global Youth Service Day and throughout the year. To learn more about the Youth Service Institute and to register, please visit <http://www.ysa.org/institute>

**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:

### **September**

September (month) - Corporate Month of Service; <http://www.handsonnetwork.org/home/>

September 11 - My Good Deed; <http://www.mygooddeed.org/>

September 11-12 - ServiceNation Summit - New York, NY; <http://www.servicenation.org>

September 15 - October 15 – Nat. Hispanic Heritage Month; <http://www.somosprimos.com/heritage.htm>

September 17 - Constitution/Citizenship Day;

<http://hancock.constitutioncenter.org/constitutionday/display/MainS/Home>

September 20 - Boys & Girls Clubs Day for Kids; <http://www.dayforkids.org/>

September 21 - National Neighborhood Day; <http://www.neighborhoodday.org>

September 27 – City Year Opening Day – Nationwide; [http://www.cityyear.org/dynamic\\_ektid362.aspx](http://www.cityyear.org/dynamic_ektid362.aspx)

September 27 - ServiceNation Day of Action; <http://www.bethechangeinc.org/servicenation>

### **October**

October 4 - Be the Change Day of Service; <http://www.saalt.org/bethechange.php>

October 6-12 - National Learn and Serve Challenge; <http://www.learnandservechallenge.org>

October 19-25 - Kids Care Week; <http://www.kidscare.org/about/kidsCareWeek>

October 25 - Make a Difference Day; <http://www.usaweekend.com/diffday/>

### **November**

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

## **Grant Opportunities, Contests and Announcements:**

**Mini-Grants available for AmeriCorps Member-driven 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. The RFP will be **posted on our website on October 1, 2008**. Watch the Volunteer Florida website, [www.volunteerflorida.org](http://www.volunteerflorida.org), for details on this opportunity to obtain funding for your event! Motivate your members by downloading free MLK Day posters at [www.mlkday.gov](http://www.mlkday.gov) and watching the "Now is the Time....." video at <http://www.mlkday.gov/resources/time/index.asp>.

**September 15** - Mini-Grants for Public Schools and Public Libraries

<http://www.ezra-jack-keats.org/programs/minigrant.html>

**September 15** - PepsiCo Foundation Grants

[http://www.pepsico.com/PEP\\_Citizenship/Contributions/GrantGuidelines/index.cfm](http://www.pepsico.com/PEP_Citizenship/Contributions/GrantGuidelines/index.cfm)

**September 28** - Caring Award

[http://fonline.foundationcenter.org/pnd/10011830/caring\\_awards](http://fonline.foundationcenter.org/pnd/10011830/caring_awards)

**November 20** - Nestle Very Best in Youth Program

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

**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](mailto:paul@volunteerflorida.org).

## RESOURCES:

**LEADERSHIP BOOK & BLOG** - Former Volunteer Florida Commission Chair and retired Executive Vice-Chair of Walt Disney World Resort, Lee Cockerell, has authored a book on Leadership and now has a free Leadership Blog available at [www.LeeCockerell.com](http://www.LeeCockerell.com). Doubleday Currency will publish Lee's new book, Creating Magic - 10 Common Sense Leadership Strategies From A Life At Disney. Based on the principles taught at the World Renowned Disney Institute, the book is scheduled to be published October 14, 2008. Visit the website above to order the book or participate in the Blog.

**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](http://my.nationalservice.org). After you create a free Online Learning Center account, you can browse for and launch the Youth Impact course. For assistance accessing the course, contact LEARNS at (800) 361-7890, or [learns@nwrel.org](mailto:learns@nwrel.org). Additional tools, training, and information: see the Resource Center [www.nationalservice.gov/resources](http://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](http://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.

**CITIZENSHIP RESOURCES** are available from the USA Freedom Corps Task Force on New Americans to help Immigrant-serving organizations or volunteers find volunteer opportunities, locate ESL classes and embrace American civic culture. Visit [www.usafreedomcorps.gov/newamericans](http://www.usafreedomcorps.gov/newamericans), and type in your zip code to locate assistance and/or trainings near you. To find courses offered online by the Center for Applied Linguistics, see <http://www.elciviconline.org/>

**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](http://www.nationalservice.gov/resources), contact EnCorps at [encorps@nwrel.org](mailto:encorps@nwrel.org) or 1-877-250-1615 for more information.

**EASY TEAM-BUILDERS** are available in the book, "Great Group Games: 175 Boredom-Busting, Zero-Prep Team-Builders for All Ages." Created by two Tennessee service-learning professionals, this book offers 175 enjoyable games and activities that will gently disband group-busting cliques, help newcomers feel welcome, and turn participants into friends who can count on each other. Games will make members think and work together. See <http://www.searchinstitute.org/product.php?productid=16488>

## 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](mailto: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.*