

# November – December 2009 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.*

*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

Congratulations to the AmeriCorps programs who coordinated the recent 2009 Regional AmeriCorps Member Launches in Jacksonville, Miami and Lakeland on October 22 and 23, 2009! All three launches provided AmeriCorps members an opportunity to network with other programs, be officially sworn in for a year of service by a public official, and participate in several required member trainings to insure a successful year in AmeriCorps. Volunteer Florida is pleased that over 470 AmeriCorps members and staff participated in the 2009 launches.

### **UPCOMING TRAININGS:**

**November 18-20, 2009** - Florida Service-Learning Institute in Orlando. To register or get more details, go to [www.fsu.edu/~flserve/institute2009.html](http://www.fsu.edu/~flserve/institute2009.html) .

2009 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).*

- **Hands On Manatee** will conduct the Volunteer Management Training Series on November 14, 2009, from 10:00 am to 4:00 pm at the Synovus Bank, 2501 26th Street West, Bradenton. This series will be facilitated by Adraine McKell. Please RSVP to [ManaTEENs@aol.com](mailto:ManaTEENs@aol.com)
- **United Way of Volusia-Flagler Counties' Volunteer Center** is proud to offer the Volunteer Management Training Series, a three - day, 6 - course comprehensive workshop in Volunteer Management for community organizations and volunteer managers, on November 2, 9, & 16, 2009 at Daytona State College. For additional information, please call or email Laura Zublionis, Volunteer Center Director, at 386-366-9080 or [Lzublionis@unitedwayvfc.org](mailto:Lzublionis@unitedwayvfc.org)).
- **HandsOn Jacksonville, Inc.** will conduct Volunteer Management Training on February 4, 11, 18 and 25, 2010, 9:15 a.m. to 1:00 p.m. at the University of Phoenix. To register, please complete the VOLUNTEER MANAGEMENT TRAINING APPLICATION FORM . Also offered is a 3-hour training on "Roles and Responsibilities of Nonprofit Boards," on February 10, May 12, August 11, and November 10, 2010, 3:00 p.m. to 6:00 p.m. at the HandsOn Jacksonville office, 6817-1902 Southpoint Parkway, Jacksonville. To register, contact Nancy Davis Knight at [nancy@handsonjacksonville.org](mailto:nancy@handsonjacksonville.org).

## Disaster Training News!

**COOP Tip #16** - 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](http://www.volunteerflorida.org). Click on "Emergency Management," then on "Publications." The COOP forms in the back of the document will help you "jump-start" your own Continuity Of Operations Plan.

### **VOLUNTEER FLORIDA Training Vouchers are 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 schedule their training with the nearby American Red Cross Chapter and complete a Voucher Request Form available from Erin Pantoja at Volunteer Florida, [erin@volunteerflorida.org](mailto:erin@volunteerflorida.org), or on the Volunteer Florida website at [www.volunteerflorida.org](http://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 2009**

November 11 - Veteran's Day, <http://www1.va.gov/opa/vetsday/>

November 15-- America Recycles Day, [www.americarecyclesday.org](http://www.americarecyclesday.org)

November 15-21 --National Hunger and Homelessness Awareness Week,  
<http://www.nationalhomeless.org/getinvolved/projects/awareness/>

November 15-21 -- American Education Week, <http://www.nea.org/aew>

November 21 --Family Volunteer Day, [www.disney.go.com/disneyhand/familyvolunteers/](http://www.disney.go.com/disneyhand/familyvolunteers/)

November 22-28 -- National Family Week, [www.nationalfamilyweek.org](http://www.nationalfamilyweek.org)

#### **December 2009**

December 3 --International Day of Persons with Disabilities,  
<http://www.un.org/disabilities/default.asp?id=109>

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

**January 18, 2010 - Martin Luther King, Jr., Day of Service** – Last year the *MLK Day of Service was the Largest Ever!* A record number of Americans honored Dr. King and answered President-elect Obama's call to service by volunteering on the January 19, 2009, King Day of Service. More than 13,000 service projects took place and Americans made it "a day on, not a day off" by delivering meals, refurbishing schools, reading to children, signing up mentors, and much, much more. See [www.mlkday.org](http://www.mlkday.org) for planning assistance and tools to help your Corps

serve your community during 2010 MLK DAY. Another way to kick-start your MLK Day planning is to sign up for the following MLK Day Planning Webshops:

November 16, 2009 – 3:00 p.m., EDT: BEST PRACTICES FOR IMPLEMENTING MLK DAY: *Over the past 15 years community organizations have developed many “best practices” for planning and implementing the MLK Day of Service. Learn from organizers about Project Planning, Volunteer Recruitment, Securing In-kind Support, Communications and much more in this session jam-packed with ideas that work. [Register here](#) to sign up!*

December 7, 2009 - 3:00 p.m., EDT: RAISING RESOURCES FOR KING DAY PROJECTS: *Raising resources for the King Day of Service should be part of your year-round work. Learn how to position your work for MLK Day 2010 to build support for this year and future years. [Register here](#) to sign up!*

Volunteer Florida will offer support to AmeriCorps programs who submit MLK Day planning grant applications ([Click Here](#)) by the deadline of November 13, 2009, to Dee Wilder at: [dee@volunteerflorida.org](mailto:dee@volunteerflorida.org). Contact another national service program and PLAN YOUR PROJECT NOW! The Corporation for National and Community Service State Office administers several programs that would make excellent partners for your project. Volunteer Florida strongly encourages AmeriCorps State and National Direct programs to contact and join with local VISTA, Senior Corps, and Learn and Serve programs in your area to conduct 2010 MLK Day of Service projects for your community!”

**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:**

IMPORTANT CIVIC ENGAGEMENT STUDY finds that young adults who make academic progress over a four-year period are also more likely to participate in civic activities such as voting, volunteering, and accessing social media to discuss current events. To read more from this factsheet on “Civic Engagement and Educational Progress in Young Adulthood,” see the link: <http://www.civicyouth.org/?p=355>

Parent Engagement Toolkit available to engage parents in dropout prevention and development strategies to ensure the success of all children. Parents and caregivers are the most important stakeholders in a child's educational success. With nearly 1.3 million students dropping out of high school each year, the Annie E. Casey Foundation and America's Promise Alliance developed a toolkit for community leaders to bring parents into the planning process. See the link at. <http://www.americaspromise.org/Resources/ParentEngagement.aspx>

**New AmeriCorps Tutorial on Reporting Performance Measurement Results** – Project STAR has added a new tutorial to help AmeriCorps programs report performance measurement results. “Reporting Performance Measurement Results,” gives tips and examples for writing clear impact statements and explaining how progress was measured. Supplementary materials include a simple template that you can use to organize performance measurement information and cut and paste into your report format. Click on this link to access Project STAR’s new tutorial, [AmeriCorps Performance Measurement Tutorials](#). Also see tools, training and information on the National Service Resource Center at [www.nationalservice.gov/resources](http://www.nationalservice.gov/resources).

Online Courses/Webinars are currently available: If you would like to try using Web course trainings on Building Fundraising Volunteer Champions and/or Cause-Related Marketing and Corporate Partnerships, see the Resource Center at <http://www.nationalserviceresources.org>

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 clicking here to [submit 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](http://www.LeeCockerell.com). His book, 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 is on sale at the website above.

**Attention New AmeriCorps Program Directors:** Training materials and Power Point presentations from the New AmeriCorps Program Directors Orientation in Tallahassee in September 2009 are available on the Volunteer Florida website at [www.volunteerflorida.org](http://www.volunteerflorida.org), under AmeriCorps, “Program Director Resources.”

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, call 1-877-250-1615 or go to [www.nationalservice.gov/resources](http://www.nationalservice.gov/resources). Featured on Encorps is a resource titled, “3 Steps to Success on Facebook.” Check it out!

**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 [dee@volunteerflorida.org](mailto:dee@volunteerflorida.org) or 850-410-3452.

This training newsletter is available in alternative formats, i.e., Braille, audio, large print, and computerized formats. Contact Paul Martell at 850-414-0093 or [paul@volunteerflorida.org](mailto:paul@volunteerflorida.org) with your request.