

## VISTA Assignment Description (VAD)

VISTA Position Title: **Program & Engagement Coordinator VISTA**

Sponsoring Organization: UNITED WAY OF THE PIEDMONT

**Project Name:** VISTAs in the Piedmont

**Project Number:**

Project Period: 07/23/2018– 07/19/2019

Host Site Name: AccessHealth Spartanburg

Focus Area(s)

Primary: Healthy Futures

Note:

*If your VAD is not accepted, the State Office will note the reason(s) why here.*

### VISTA Assignment Objectives and Member Activities

**Goal of the Project:** To improve health outcomes and reduce healthcare costs for uninsured, low-income adults by increasing awareness & community engagement. The VISTA will expand current communication efforts, increase efficiency of Community Case Worker onboarding and the client referral system, recruit volunteers, and secure additional funding for AccessHealth Spartanburg (AHS).

#### **Objective of the Assignment ( 07/23/2018– 07/19/2019 )**

Create employee, volunteer and physician recognition program.

##### **Member Activities:**

1. Research national recognition days for RNs, MSW, Community Health Workers, administrative office staff, volunteers and medical providers.
2. Create an annual recognition calendar with specific dates identified.
3. Research recognition materials and ideas for each work group and present a minimum of 3 recommendations, (including price, # needed etc.) to Manager.
4. Create and disseminate recognition materials and post on social media, include in newsletters etc.

#### **Objective of the Assignment ( 07/23/2018– 07/19/2019 )**

Expand and update volunteer recruitment and training to build the capacity of internal volunteers.

##### **Member Activities:**

1. Review current manual and training process to identify gaps, outdated materials etc.
2. Design an updated manual, training process, and training materials in collaboration with staff to resolve identified issues.
3. Develop a group training for new volunteers using the newly created materials.
4. Identify current volunteers with strong skill sets to begin a "Train the Trainer" process for Wofford College Bonner Scholars.
5. Recruit 12 new volunteers.

**Objective of the Assignment ( 07/23/2018– 07/19/2019 )**

Identify gaps and successes in community resource referrals.

**Member Activities:**

1. Train on current referral process and software programs used.
2. Pull data reports on all referrals made in last 12 months.
3. Contact referral recipients to collect outcome(s) of each referral (as available).
4. Create spreadsheet of information collected and share with manager to identify areas needing improvement.
5. Work with manager to address identified areas as appropriate.

**Objective of the Assignment ( 07/23/2018– 07/19/2019 )**

Support efforts to expand AHS program to Cherokee County.

**Member Activities:**

1. Shadow Cherokee County Free Clinic staff.
2. Research available community resources and potential partners.
3. Share findings and make recommendations to manager.
4. Recruit 6 community and/or college volunteers in Cherokee County.
5. Post updates and information on social media, include in newsletter and any information sharing platforms.
6. Research and identify funding opportunities for program expansion.
7. Work with manager to solicit identified funding.

**Objective of the Assignment ( 07/23/2018– 07/19/2019 )**

VISTAs will spend 10% of their service participating in a supplemental project designed to foster collaboration and problem-solving for (a) community-wide issue(s). The VISTA team will gather one half-day each week to share different perspectives and experiences gained through their work on-site and work together on (a) project(s).