

# VISTA Assignment Description (VAD)

**Title:**

Community and Volunteer Outreach Coordinator

**Sponsoring Organization:**

**Project Name:** AmeriCorps VISTAs in the Piedmont

**Project Number:**

**Project Period:** 8/9/2021-8/8/2022

**Site Name:**

Children's Cancer Partners of the Carolinas

**Focus Area(s)**

UWP will complete this for you.

## VISTA Assignment Objectives and Member Activities

**Goal of the Project:** Improve access to care for children battling cancer.

Assist efforts of Children's Cancer Partners by assisting the with programs that generate awareness to CCP through programs that are in place and by assisting CCP with ongoing events such as Docs Who Rock, Burger Cook Off and Kidz in Lids. Work with staff at CCP to develop a fun camp (when we are able to – Covid)

**Objective of the Assignment (DATES: 8/9/21-8/8/22)**

*Describe Objective: Increase and Build Capacity with Volunteer Awareness*

**Member Activities:**

1. Develop a standard operating procedure for enhancing and maintaining Volunteer Data Base.
2. Establish and recruitment and orientation process for Volunteers for NC and SC.
3. Develop a strategy and engagement plan for corresponding with active and lapsed volunteers.
4. Design a strategy for managing the flow of the Blanket program including creative marketing strategies to raise the awareness of the importance of the donation of new blankets.

**Objective of the Assignment (DATES: 8/9/21-8/8/22)**

*Describe Objective: Increase Capacity for the Kidz in Lids Campaign*

**Member Activities:**

1. Develop strategies with Director of Development to engage new schools in both NC and SC.
2. Create the event plan and schedule dates for Kidz in Lids events.
3. Develop a marketing plan to increase awareness of Kidz in Lids through community

outreach efforts that could include mailers, e-newsletters, and other various forms of communication.

**Objective of the Assignment (DATES: 8/9/21-8/8/22)**

*Describe Objective: Build capacity for Family Programs.*

**Member Activities:**

1. Establish an effective process for accessing the Gift in Kind Shopping program to create effective operating procedures for the development of family support items.
2. Develop strategies, details, and recruit volunteers around two key events: Family Fun Nights and the Children Birthday Party program.

**Objective of the Assignment (08/09/2021-08/08/2022)**

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).