

# VISTA Assignment Description (VAD) Template

<b>Title:</b> Community Engagement VISTA
<b>Sponsoring Organization:</b> United Way of the Piedmont
<b>Project Name:</b> AmeriCorps VISTAs in the Piedmont
<b>Project Number:</b>
<b>Project Period:</b> 08/09/2021 – 08/08/2022
<b>Site Name:</b> Spartanburg Academic Movement
<b>Focus Area(s)</b> UWP will complete this for you.

## VISTA Assignment Objectives and Member Activities

### Goal of the Project:

The goal of this project is to support the upward economic mobility of children and families across Spartanburg County by strengthening academic and life success. This will be accomplished by building the competencies of youth-serving providers and volunteers providing direct support to children and youth. The VISTA will engage out of school time partners through social media, expand professional development opportunities, and recruit and train volunteers to support SAM's post-secondary strategies. These activities will support SAM's pursuit to close equity gaps throughout SAM's academic outcomes from cradle to career.

### Objective of the Assignment (*DATES: 8/09/2021 – 8/08/2022*)

*Describe Objective: Create and implement social media engagement with partners through the Out of School Time Facebook page.*

#### Member Activities:

1. Research accurate and timely resources, events, and grant opportunities to share with partners throughout the year.
2. Develop monthly newsletter for social media & email distribution.
3. Monitor social media page to address inquiries from providers.
4. Create marketing materials, including infographics and flyers for SAM initiatives to be shared on social media to educate the broader community on our work.

### Objective of the Assignment (*DATES: 8/09/2021 – 8/08/2022*)

*Describe Objective: Develop training opportunities for Out of School Time (OST) Collaborative Providers to support continuous improvement and racial equity.*

#### Member Activities:

1. Develop and survey OST providers and review local data from black/LatinX youth listening sessions to inform about desired training topics.

2. Coordinate at least one quarterly training to be held throughout the year for the OST Collaborative.
3. Develop a mechanism to track meeting participants and create participant satisfaction surveys to implement after trainings. Review survey results to create recommendations and implementation strategies for training.
4. Participate in additional OST collaborative meetings to stay up to date with OST initiatives, network with youth providers, and identify future training needs.

**Objective of the Assignment (DATES: 8/09/2021 – 8/08/2022)**

*Describe Objective: Enhance youth engagement at SAM by capturing youth voice to help inform SAM initiatives and decision making by individuals being impacted.*

**Member Activities:**

1. Recruit new youth members as needed for the OST advisory council to ensure OST advisory council maintains at least 3 youth members.
2. Coordinate communication with OST youth advisory council members so they are informed of initiatives and can provide feedback for OST Collaborative planning.
3. Utilize youth listening resources/toolkit to develop a plan for expanding youth voice to speak into the work at SAM from the OST youth advisory team to post-secondary efforts.
4. Research youth advisory council examples at the School Board level. Outline a guidance document to implement youth voice at the School Board that could be used in Spartanburg County school districts.

**Objective of the Assignment (DATES: 8/09/2021 – 8/08/2022)**

*Describe Objective: Strengthen implementation of SAM's Summer Melt program, an initiative to decrease the number of high school graduates who intend to enroll in college but are at risk of "melting" (or not enrolling) their college freshman year. Students will be matched with volunteer coaches who will help students navigate their transition to college, creating a pathway for upward economic mobility.*

**Member Activities:**

1. Recruit volunteers by educating different community groups on the work of SAM.
2. Match volunteer adults with students based on pre-established matching guidelines determined by SAM staff, high school guidance, and college admissions partners.
3. Organize in person and/or online training for volunteers with resources and deadlines to support high school students.
4. Communicate with coaches to provide support as they begin coaching students.

5. Develop an evaluation survey to measure the success of the program, gather best practices that high schools and colleges can institutionalize to support future classes of incoming freshmen, and to receive feedback from volunteers regarding their experience with the program.
6. Coordinate with the data manager to track the number of students in the program who transition from high school graduation to their college freshman year.
7. Collaborate with the Director of College and Career Readiness to increase FAFSA completion rates by organizing events to support Spartanburg parents in completing the form.

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

Members 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).