

VISTA Assignment Description

Title: Community Engagement VISTA

Sponsoring Organization: UNITED WAY OF THE PIEDMONT
Project Name: VISTAs in the Piedmont
Project Number:
Project Period: 08/16/2021 – 08/15/2022

Host Site Name: United Way of the Piedmont

Focus Area(s): Economic Opportunity > Financial Literacy

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: The VISTA member will support and increase the capacity of the United Way of the Piedmont (UWP) Engagement team to increase the number of community nonprofits implementing effective volunteer practices and increase the number of community volunteers successfully placed by UWP. The VISTA will develop volunteer opportunities to support UWP's Financial Stability goals of increasing the number of financially self-sufficient individuals and families in the Spartanburg, Cherokee, & Union County communities

Objective of the Assignment (08/16/2021 – 08/15/2022)

The VISTA member will increase the number of community nonprofits implementing effective volunteer practices.

Member Activities:

1. Complete training on Get Connected volunteer matching portal
2. Work with VP of Engagement to improve community nonprofits' use of Get Connected to recruit volunteers
3. Distribute the community volunteer engagement survey to gather data about the use of volunteers within the nonprofit sector locally
4. Analyze survey results, creating a summary presentation to share with UWP staff and board members and community members

Objective of the Assignment (08/16/2021 – 08/15/2022)

Increase efficiency and effectiveness of Quarterly Projects and Days of Service.

Member Activities:

1. Evaluate notes on previous Quarterly Projects and Days of Service, including volunteer and staff feedback
2. Collaborate with Corporate Engagement Associate to develop an operational plan for each event, actively looking for ways to increase efficiency and participation
3. Update Get Connected site and communicate with volunteers
4. Facilitate logistics and collect feedback, impact stories, and appropriate data for internal assessment

Objective of the Assignment (08/16/2021 – 08/15/2022)

Increase efficiency and accuracy of volunteer data capture process.

Member Activities:

1. Complete training in StratusLive (Customer Relationship Management software) volunteer data processes
2. Input volunteer projects and individual volunteer activities to StratusLive
3. Work with UWP Data Manager to identify and implement workflows, import procedures, and a training guide to increase efficiency of processes
4. Provide training to key UWP staff members to ensure sustainability

Objective of the Assignment (08/16/2021 – 08/15/2022)

Develop dashboards and data visualizations to demonstrate impact of volunteer engagement.

Member Activities:

1. Complete training in Results-Based Accountability (RBA)
2. Review volunteer engagement data and RBA outcomes measures
3. Identify targeted outcome measures and develop data measurement systems (if needed)
4. Design and implement dashboards and data visualizations to demonstrate impact and value of volunteerism
5. Make recommendations for process improvements
6. Train key UWP staff on dashboard use and impact reporting

Objective of the Assignment (04/01/2022 – 08/15/2022)

Document departmental processes and procedures to ensure sustainability.

Member Activities:

1. Shadow all members of the Engagement team and key members of the Resource Development, Community Impact, Marketing, and Administrative teams to learn how activities are interrelated and success is measured
2. Update departmental procedures for key tasks and create training materials where necessary
3. Identify inconsistencies, omissions, or duplications of processes or procedures and create a plan to address; present findings to VP of Engagement

Objective of the Assignment (08/16/2021 – 08/15/2022)

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 twice a month to share different perspectives and experiences gained through their work on-site and work together on (a) project(s).