

# VISTA Assignment Description

**Title: Program Coordinator**

**Sponsoring Organization:** UNITED WAY OF THE PIEDMONT  
**Project Name:** VISTAs in the Piedmont  
**Project Number:**  
**Project Period:** 07/20/2019 – 07/19/2020

**Host Site Name: Upstate Warrior Solution**

**Focus Area(s)**  
**Primary:** Economic Opportunity

**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 build the capacity of organizations that commit to antipoverty efforts and using a Collective Impact framework to solve financial instability in Spartanburg County by creating policies and procedures for data integration, as well as an executable marketing plan in support of Collective Impact.

**Objective of the Assignment (07/20/2019 – 07/19/2020)**  
Maintain financial stability partners into the collective impact initiative

**Member Activities:**

1. Maintain financial stability partners that are in the collective impact initiative
2. Approach appropriate professional to educate them on the purpose and process of the VISTA project
3. Work alongside United Way staff to present the data sharing agreement that confirms entry into the project
4. Work with Upstate Warrior Solution to implement the data uploading process

**Objective of the Assignment (07/20/2019 – 07/19/2020)**  
Maintain communications plan to continuously share data with partner agencies in support of Collective Impact

**Member Activities:**

1. Strategically engage volunteers and community members on the Spartanburg Community Action Board to support network-wide collaboration
2. Implement marketing material in support of Collective Impact and network-wide collaboration
3. Demonstrate the value of data sharing and analysis through regular networking meetings designed to inform partners of the status of the Collective Impact project

**Objective of the Assignment (07/20/2019 – 07/19/2020)**

Enhance Upstate Warrior Solution's ability to access grant funding

**Member Activities:**

1. Research available grant opportunities in the areas of veterans and military families
  - a. Develop a list of at least 10 target grants for agency consideration.
  - b. Present list to UWS leadership
  - c. Assist with grant proposals for at least 3 grant opportunities
2. Maintain the database of potential grant opportunities, resources, deadlines, etc. that can be considered and used in future years.

**Objective of the Assignment** (07/20/2019 – 07/19/2020)

Evaluate and improve digital footprint to better connect warriors to UWS

**Member Activities:**

1. Distribute the monthly volunteer newsletter and organization newsletter that highlights community-wide efforts by UWS
  - a. Implement the procedure for staff & volunteer input
  - b. Collect photos and stories from staff and volunteers
  - c. Implement tracking metrics to determine if newsletters are effective at better connecting warriors to UWS
2. Implement "warrior success stories" that will be shared electronically and on marketing materials

**Objective of the Assignment** (07/20/2019 – 07/19/2020)

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).