



Welcome to

Planning Your Professional Development



Dial: **888.483.1644**

Passcode: **4105016**

Where are you serving?



Today's Agenda

- Four Steps to Action
- Next Steps
- Questions

Four Steps to Action

Step 1: Get Settled

Step 2: Explore your VISTA Assignment

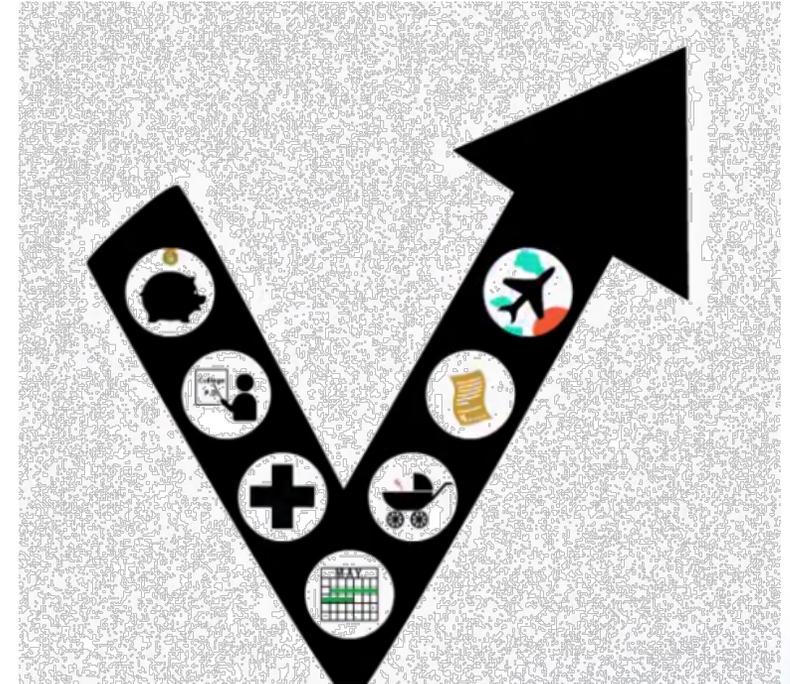
Step 3: Make Time to Learn

Step 4: Connect



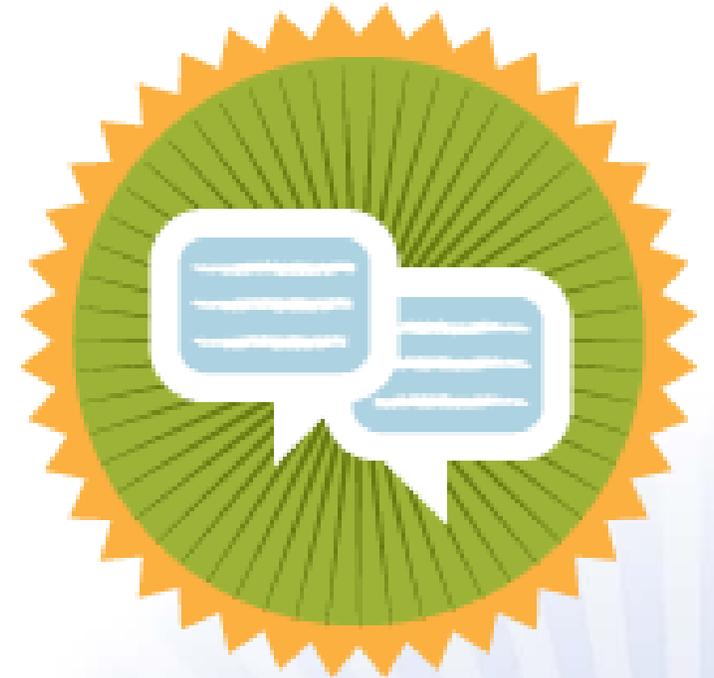
Step 1: Get Settled

- Get to know the VISTA Member Handbook
- Meet with your VISTA supervisor
- Contact the VISTA Member Support Unit for benefit-related questions
- Connect with your State Office for support



Get Settled into Life as a VISTA

- VISTA Campus discussion forums
- Attend or watch a webinar
- Start a VISTA MeetUp



Get Settled in Your Organization

- Have regular meetings with your supervisor
- Review organizational documents
- Explore what's been done before
- Get to know your coworkers



Poll Question

How frequently do you formally meet with your supervisor?

- a. Multiple times each week
- b. Once a week
- c. Once every two weeks
- d. About once a month
- e. I never have formal meetings with my supervisor

Support for Challenging Situations



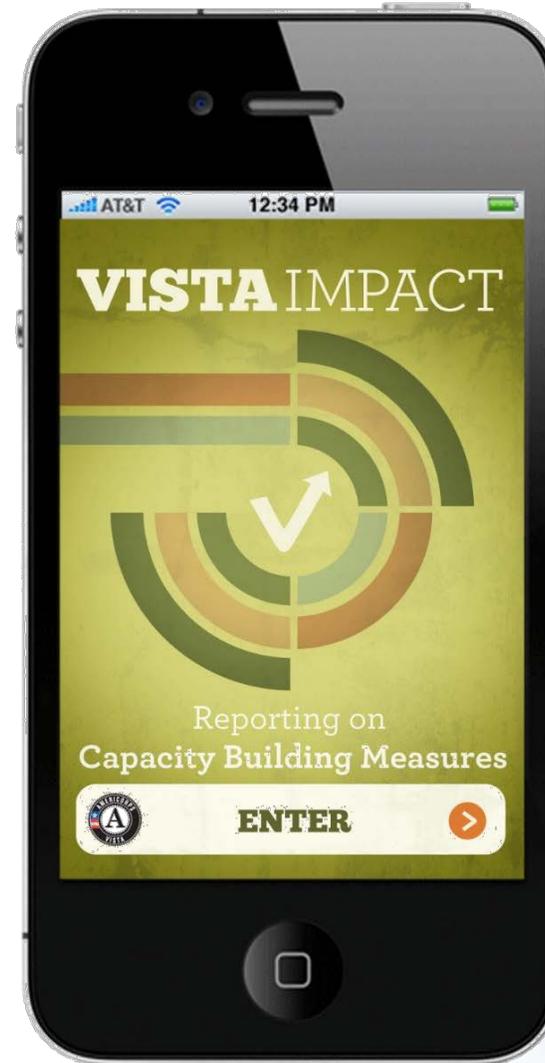
- VISTA Leader
 - State Office
 - Other VISTAs
-
- “Managing Up: Navigating the VISTA-Supervisor Relationship”
 - October 19, 2016.

Step 2: Explore Your VISTA Assignment

- Create a plan of action for the year
- Develop goals and objectives with your supervisor
- Keep your VAD in an accessible place
- Develop a system to ensure the continuity and sustainability of your work



VISTA Impact Reporting Tool



Share Your Thoughts

- Are you nervous about anything in your VAD?
- What are you most excited to work on?

Click this button if you don't see the chat panel.



Step 3: Make Time to Learn

- Attend a VISTA webinar or watch on demand
- Search “The Work” section on the VISTA Campus for resources
- Take a VISTA Campus tutorial
- VISTA Blend course



Webinar Topics – The Life

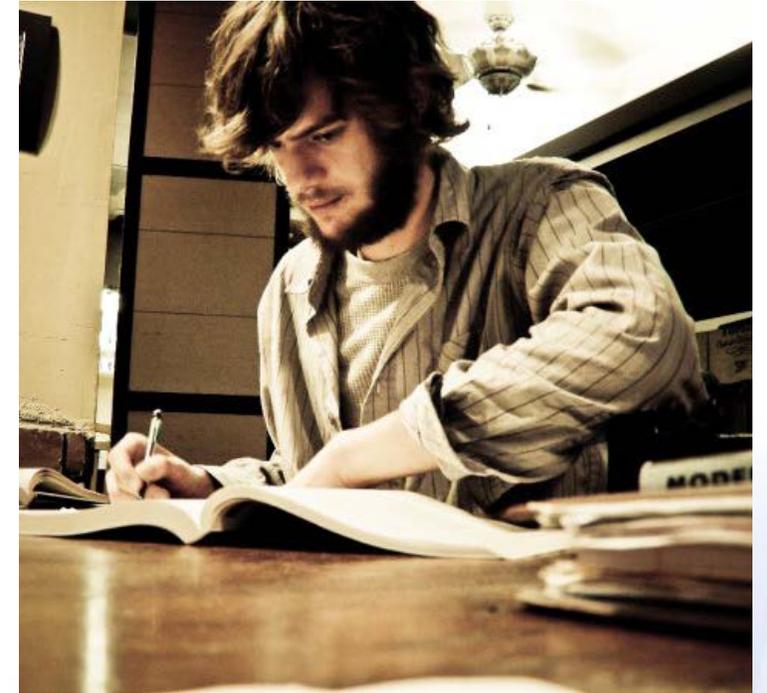
- Managing Student Loans
- Using the Segal AmeriCorps Education Award
- Living on the Living Allowance
- Avoiding Burnout During Service
- Time Management
- Supervisors & VISTAs Planning Together for Life After VISTA
- Translating VISTA Service to Your Resume and Career
- Applying for Federal Jobs Using NCE

Webinar Topics – The Work

- Using Project Management Techniques in Your VISTA Assignment – 08/31
- Planning a Social Media Campaign for your Project – 09/21
- Innovative Volunteer Recruitment
- Building Sustainability into a Volunteer Program
- Creating an Online Fundraising Strategy
- Tracking VISTA Performances Measure Using the VISTA Impact App
- Building a Professional Network for Service and Career

Learn Using Additional Resources

- Public libraries
- Free online educational opportunities
 - U.S. Census Bureau
 - Coursera
 - Khan Academy
 - Alison
 - Free Management Library
 - Alliance for Nonprofit Management



Learn Using Additional Resources

- Check your organization's professional affiliations & memberships
 - Foundation Center
 - Volunteer Match
 - Association of Fundraising Professionals
- Join a regional network or affinity group
 - Young Professionals Network



Grow Using Associations & Certifications

Resource Development

- Association for Fund Raising Professionals
 - www.afpnet.org
 - www.afpnet.org/professional

Working with Volunteers

- Energize, Inc. - www.energizeinc.com/directory
- Council for Certification in Volunteer Administration - cvacert.org
- Points of Light - www.pointsoflight.org

Communications and Marketing

- Public Relations Society of America - www.prsa.org/Network/Communities/AssociationNonprofit

Grow Using Associations & Certifications

Curriculum and Training Development

- Association for Talent Development - www.td.org

Developing and Empowering Community Leaders

- NeighborWorks America - www.neighborworks.org/Training-Services

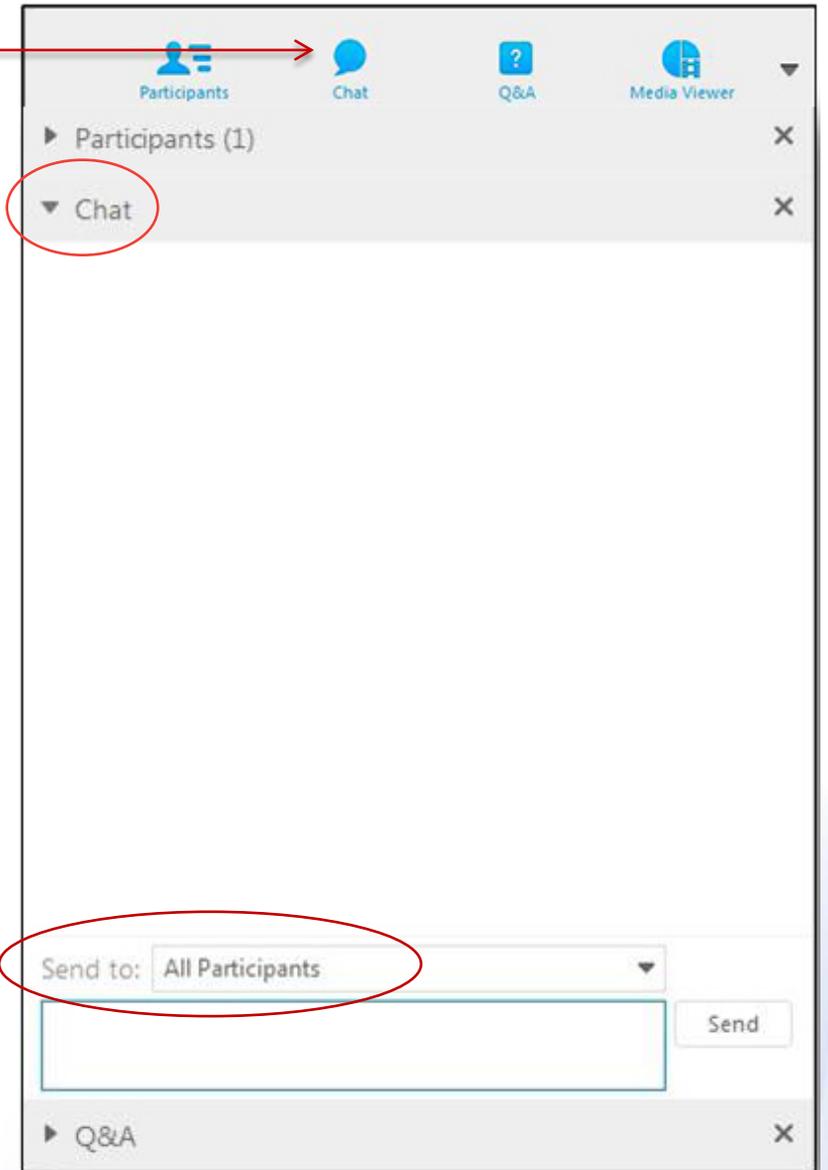
Your Local...

- Volunteer center
- United Way
- Chamber of Commerce
- Toastmasters International
- National organization's local chapters

Share Your Thoughts

- What are resources you have used for professional development?

Click this button if you don't see the chat panel.



Step 4: Connect

- Complete your VISTA Campus user profile
- Search the VISTA Map
- Contribute to the Campus forums
- Join us on social media
- Attend or arrange a VISTA Get Together
- Get in touch with local alumni



Connecting with Others

- Who – are you? do you need to know?
- What – is missing? is important to learn?
- Where – do you want your VISTA experience to take you?
- When – do you want certain things to happen?
- Why – did you join VISTA? are you at this stage in your life?
- How – will you make your goals a reality?

Connect to Your Community

- Participate in community events
- Meet with community leaders
- Find a community ambassador



Get Connected: Show Your VISTA Pride

- VISTA logo on business cards and email signature
- Decorate your space with VISTA gear
- Develop your minute message
- Share your VISTA photos and stories on social media



Four Steps to Action

Step 1: Get Settled

Step 2: Reflect on Your VAD

Step 3: Take Time to Learn and Grow

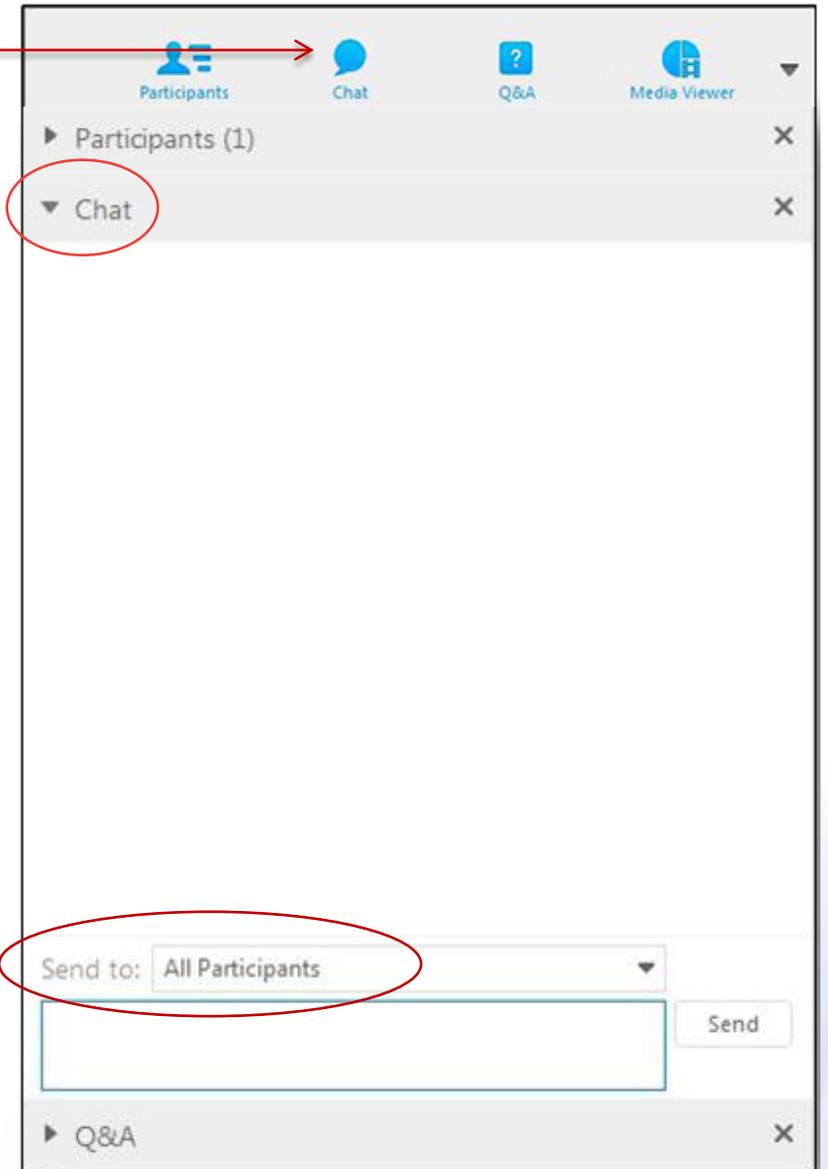
Step 4: Get Connected



Share Your Thoughts

- What next step can you take today to continue your professional development journey?

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Your Next Steps

- Discuss your goals with your supervisor
- Add a resource to your Learning Plan
- Make a Learning Connection
- Investigate a professional organization

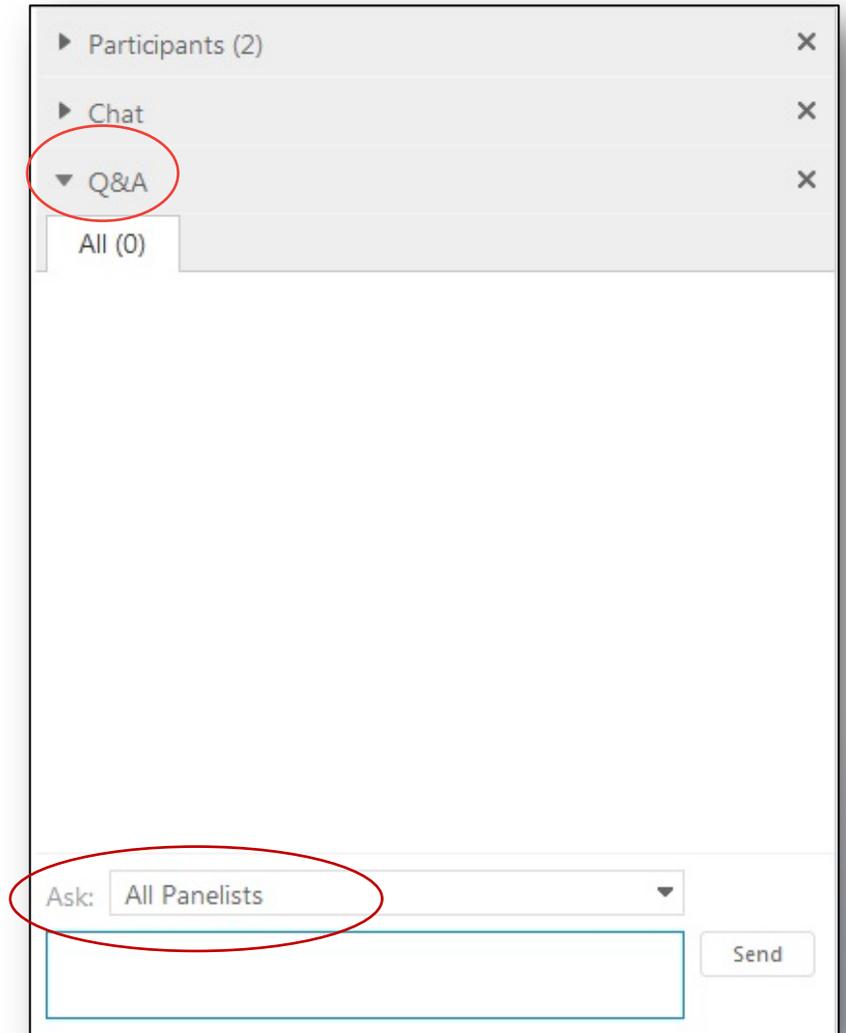


Evaluation

- Please take a few moments to share your feedback through the quick poll on the right side of the screen.
- How can we improve these sessions? What topics should we include in future webinars?
- Thank you very much for your time and participation!

Questions ?

- To ask a question verbally, call in using the number on this slide and press *1
- To ask a question electronically, use the Q&A feature located in the bottom right corner of the screen.
- Please ask “All Panelists”



Thank You for Your Participation!

If you have further questions or for more information, contact us: VISTAwebinars@cns.gov

Our next webinar:

Planning a Social Media Campaign for your Project

September 21, 2016

2:00pm Eastern

Visit the Webinars for VISTAs page on the VISTA Campus for a complete schedule of VISTA webinars