



Welcome to

End-of-Service Transition: Preparing for Life After AmeriCorps VISTA

To join the audio portion by phone, please dial: **800.988.9708**
Passcode: **5322387**

This session will begin shortly.



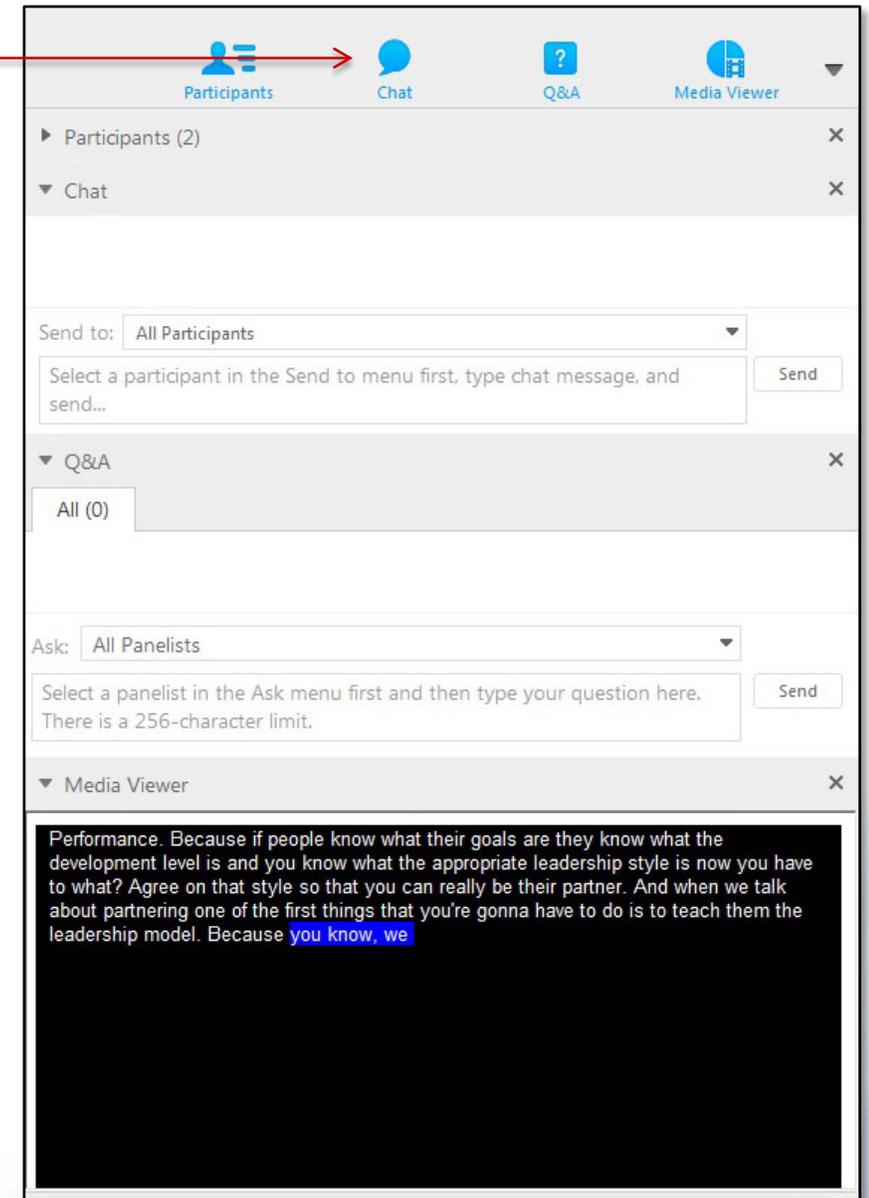
Dial: **800.988.9708**

Passcode: **5322387**

Tips for Participating

- Phones are muted
- To share comments and ideas, use the Chat panel. Send to “All Participants”.
- To ask questions, use the Q&A panel. Send to “All Panelists”.
- Links and recording will be available after the session
- Closed Captions can be viewed in the Media Viewer panel

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



The screenshot shows a meeting interface with a top navigation bar containing icons for Participants, Chat, Q&A, and Media Viewer. Below the navigation bar, there are expandable panels for Participants (2), Chat, Q&A, and Media Viewer. The Chat panel is currently expanded, showing a 'Send to' dropdown set to 'All Participants' and a text input field with a 'Send' button. The Q&A panel is also expanded, showing an 'Ask' dropdown set to 'All Panelists' and a text input field with a 'Send' button. The Media Viewer panel is expanded, showing a video player with a black background and white text. A red arrow points from the text above to the Chat icon in the navigation bar.



Welcome to

End-of-Service Transition: Preparing for Life After AmeriCorps VISTA



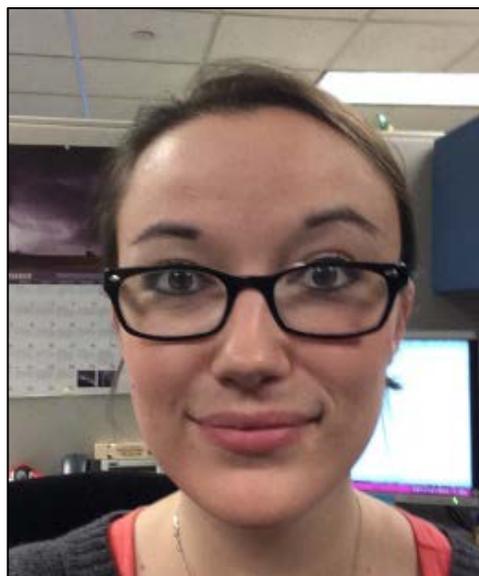
Dial: 800.988.9708

Passcode: 5322387

Today's Team



Amy Cannata
Education Northwest



Jessica Burch
Corporation for
National &
Community Service



Tiffany Anderson
United Way of King
County

Today's Agenda

- Sustainability conversation with your VISTA
- Discussions on what comes next after service
- Options available to VISTA alums
- Administrative tasks

What do AmeriCorps VISTAs need to do to “pass off” their duties before they leave their sites?



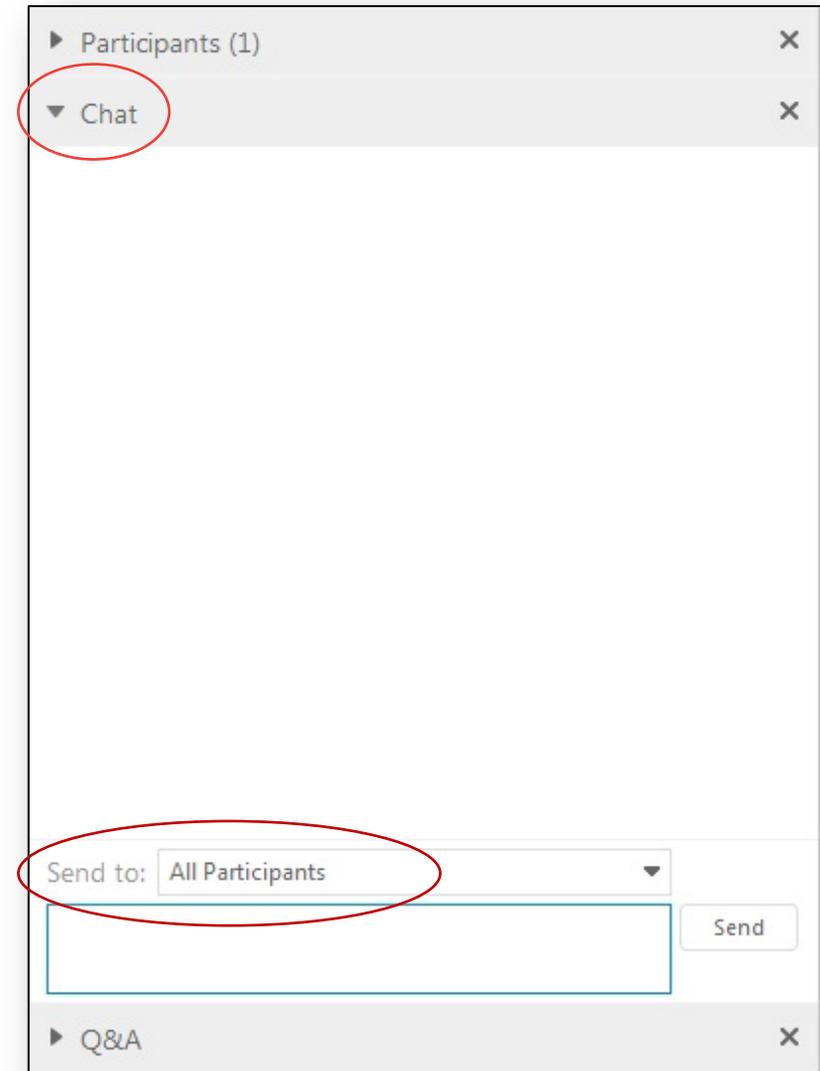
Scenario: “Passing the Torch”

- **Susan** is approaching 9 months of service as coordinator of volunteer engagement for a VISTA project at an organization in rural Nebraska
- She’s recruited over 45 volunteers, many of whom have served as mentors for over 9 months
- She has also redesigned the organization’s website and has been managing the organization’s social media presence.



Chat Question

- What can **Susan** do to ensure a “smooth” transition to the next AmeriCorps VISTA?



Pass It On!

Capacity building includes the transfer of:



Knowledge



Products



Relationships

Pass it On Tips

- Save files in shared location
- Get passwords
- Document everything
- Inform key contacts of VISTA transition
- Prepare “need to know items”
- Organize the paper files



Sustainability Webinars On-Demand

SUPERVISORS

**Beyond VISTA: Project
Sustainability
Approaches & Strategies**

[www.vistacampus.gov/resources/
beyond-vista-project-
sustainability-approaches-and-
strategies](http://www.vistacampus.gov/resources/beyond-vista-project-sustainability-approaches-and-strategies)

MEMBERS

**Beyond Your Service Year: Project
Sustainability
Approaches & Strategies**

[www.vistacampus.gov/resources/
beyond-your-service-year-project-
sustainability-strategies](http://www.vistacampus.gov/resources/beyond-your-service-year-project-sustainability-strategies)

Looking Ahead: What's next for your AmeriCorps VISTA?



Poll Question:

- What do your VISTA(s) want to do after service?

What does the future look like?



Education

Career



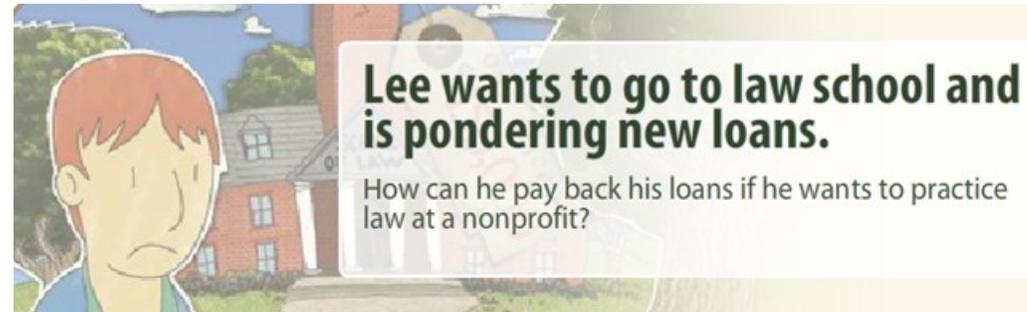
Serve
Again

Education Options

- College
- Grad School
- Technical training
- Other
 - Professional development



Segal AmeriCorps Education Award



**[nationalservice.gov/
resources/edaward](https://nationalservice.gov/resources/edaward)**

- Information about:
 - Loans
 - Taxes
 - Uses of Ed Award
 - Schools

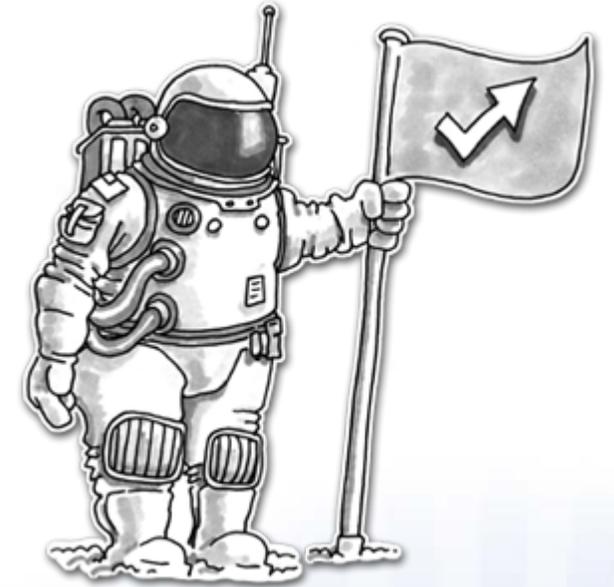
Important AmeriCorps Benefits

MEMBER WEBINAR ON- DEMAND

Using the Education Award Managing Student Loans

[www.vistacampus.gov/
resources/webinars-vistas-
using-ed-award?id=12378](http://www.vistacampus.gov/resources/webinars-vistas-using-ed-award?id=12378)

- Segal AmeriCorps Education Award
- Education Award Match



Public Service Loan Forgiveness (PSLF)

- Eliminates federal student loans after 10 years full-time at a non-profit or government agency
- For more info visit VISTA Campus under Benefits of Service
 - [The College Cost Reduction and Access Act](#)

Career Options

- **Public Sector**
 - Nonprofits
 - Foundations
 - Educational Institutions
- **Private Sector**
 - Corporate Philanthropy
- **Government**
 - City, State, Federal
 - Non Competitive Eligibility (NCE)



Important AmeriCorps Benefits



- Job Board
- Non Competitive Eligibility (NCE)
- AmeriCorps Alums
- Eli Segal Fellowship

Non Competitive Eligibility (NCE)

- Valid for **1 year** after successful completion of service
- **Does not guarantee a job**, but gives a VISTA a leg up
- In some cases it can be extended for an additional two years for a total of **three years** from end of service.

The screenshot shows a web form with the following sections and content:

- Posting Options** (with a help icon)
- Additional Search Options**
- Who May Apply** (with a help icon)

Are you:

- a current or former Federal civilian employee who holds or held a [non-temporary appointment](#)
 - In the [competitive service](#) in the Executive Branch or in a position not in the Executive branch specifically included in the competitive service by statute, or
 - In an [excepted service position](#) covered by an [interchange agreement](#), or
 - Eligible for [reinstatement](#)?
- A Veteran eligible for [veterans' preference](#) or separated from the armed forces under honorable conditions after 3 years or more of continuous military service?

Two red arrows point to the text "non-competitive appointment eligibility?" and the "Yes" radio button.

No - I do not fall into one of these categories and only want to see jobs open to the **general public**.

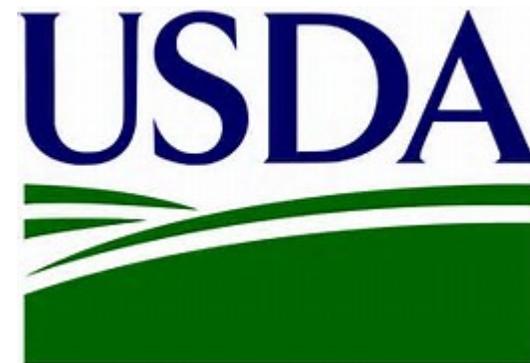
Yes - I fall into one of these categories and want to see all jobs open to applicants with the above eligibilities, such as **federal employees**.

Employers of National Service

- Expands VISTAs' access to employers who value national service
- Employers represent private sector, non-profits, schools, state and local government and federal government employers

www.nationalservice.gov/special-initiatives/employers-national-service

Employers of National Service



Translating Service into Career-Speak



Poll:

Have your VISTAs asked for your help describing their VISTA service?

Tips for Talking About VISTA Service

- 1-2 sentence description to explain VISTA to an employer
- Describe capacity building activities/tasks
- Translate VISTA service to sector/field language
 - Community Outreach = Marketing = Public Awareness
- Build a Portfolio
 - Writing samples, outcomes and evaluations, trainings completed, software used, and more

Guest Speaker

**Tiffany Anderson,
AmeriCorps Program
Coordinator**

United Way of King
County, Seattle,
Washington



Day 1: Launching a Search

- Mission & values
- Building a personal network
- Resumes
 - Bullet point workshop
 - Resume peer review
- Cover letters



Day 2: Securing a Job

- Resume Round Robin
- Interviewing
 - PARs
 - Interview practice
 - Prepare questions
 - 990s
- Salary negotiation
- Higher education
- Using the education award

Crafting a Compelling Résumé

- Share details
- Be confident
- Where possible, quantify successes
- Create a Master Résumé, then customize for each audience/position
- Tailor and make the case!



Résumé: A Not-So-Good Example

PROFESSIONAL EXPERIENCE

AMERICORPS VISTA

PORTLAND, OREGON

VOLUNTEER

AUGUST 2014-AUGUST 2015

- Volunteered with Rose City Youth, an organization that runs after-school programs for at-risk youth
- Managed volunteers and helped create new volunteer positions
- Helped with fundraising and grant writing

Résumé: A Better Example

PROFESSIONAL EXPERIENCE

ROSE CITY YOUTH

PORTLAND, OREGON

AMERICORPS VISTA VOLUNTEER MANAGER

AUGUST 2014–AUGUST 2015

- Committed one year of full-time national service to nonprofit organization serving at-risk youth in Portland, Oregon's Northeast neighborhoods
- Contributed to significant expansion of organizational capacity via increased volunteer engagement, fundraising, and grant writing
- Recruited, screened, and managed volunteers for Rose City Youth after-school programs
- Increased size of volunteer program from twenty-five to thirty-five active volunteers
- Designed and led recruitment and outreach efforts for three new volunteer positions: Social Media Coordinator, Book Club Facilitator, and Fundraising Assistant
- Participated in internal grant writing and annual fundraising drive

Résumé and Career Webinar

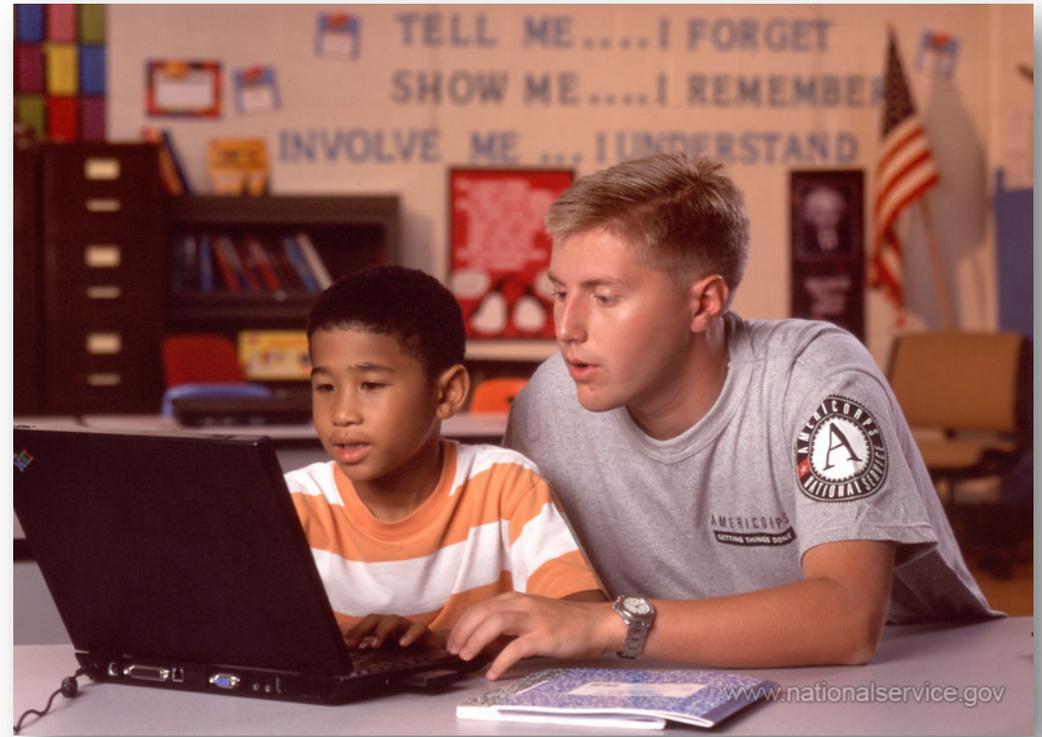
MEMBER WEBINAR ON-DEMAND

Translating VISTA Service to Your Résumé and Career

<http://www.vistacampus.gov/resources/translating-vista-service-your-résumé-and-career>

Serve Again

- **Continued “Formal” Service:**
 - Another year of VISTA
 - Become a VISTA Leader
 - Another AmeriCorps program
 - Peace Corps
- **“Private” Volunteering**
 - Local community organizations
 - Schools, hospitals, etc.
 - Literacy programs
 - After-school programs



www.nationalservice.gov

End-of-Service Tasks

Members

- ✓ Complete Future Plans Form (FPF) (Part A)
- ✓ Update forwarding mailing address in my.americorps.gov
- ✓ Relocated to serve? Submit close-of service travel reimbursement voucher to VMSU
- ✓ Download Certification of Service letter

Supervisors

- ✓ Ensure knowledge, products, & relationships have been documented
- ✓ Complete final performance evaluation and exit interview
- ✓ Complete Future Plans Form (FPF) (Part B) Performance Evaluation
- ✓ Certify Future Plans Form (FPF)

Companion Webinar for Members

Close of Service
June 24th 2015

Register at:
www.vistacampus.gov/calendar/close-service

End-of-Service Resources

Job Search Sites

- VISTA Job Board: www.vistacampus.gov/jobs
- Nonprofit Careers: www.idealisticareers.org
- Government Careers: www.usajobs.gov
- For-Profit Careers:
 - www.indeed.com
 - www.simplyhired.com
 - www.monster.com

Accessing Higher Education

- www.idealisticareers.org/info/GradFairs
- www.princetonreview.com/colleges-majors.aspx

VISTA Specific

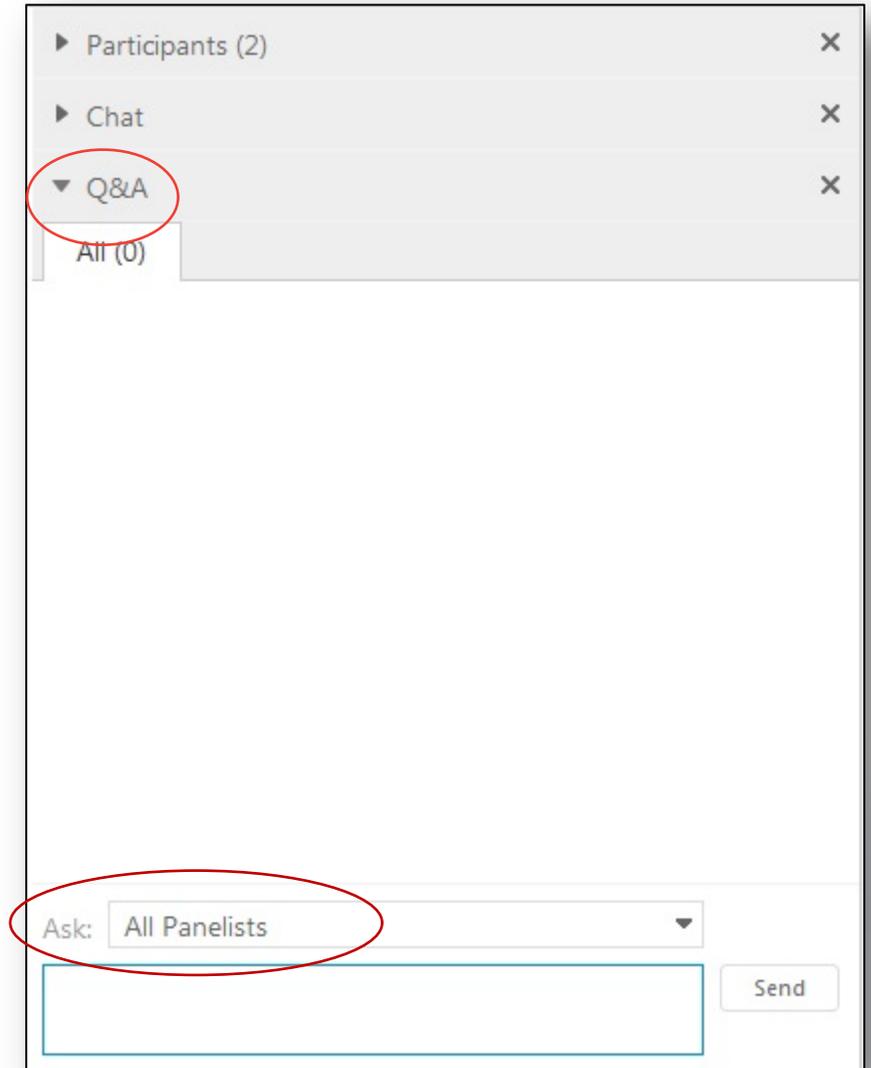
- Preparing for Life After VISTA:
[www.vistacampus.gov/Preparing for life after VISTA](http://www.vistacampus.gov/Preparing%20for%20life%20after%20VISTA)
- End-of-Service Checklist
www.vistacampus.gov/end-service-checklist
- Non-Competitive Eligibility:
www.vistacampus.gov/nce
- Employers of National Service:
www.nationalservice.gov/special-initiatives/employers-national-service
- AmeriCorps Alums:
www.nationalservice.gov/programs/ameri-corps/alumni
- VISTA Leaders:
www.vistacampus.gov/resources/vista-leaders-0

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:

The Role of Sub-site Supervisors

June 16th, 2015

2:00pm Eastern

Visit the Supervisor Webinars page on the VISTA Campus for a schedule of upcoming webinars and recordings of past webinars