



VISTA Supervisor Responsibilities in the PSO Blend

AmeriCorps VISTA supervisors with candidates enrolled in a Pre-Service Orientation (PSO) Blend are responsible for ensuring their VISTAs successfully complete all requirements of the onboarding and training process.

The supervisor's responsibilities in supporting PSO Blend go beyond those for the PSO Classic. The list below describes the responsibilities specific to PSO Blend and provides links to resources to support these roles.

Before the VISTA Candidate's Arrival

The following capacities are required for VISTA candidates to participate in the PSO Blend.

Candidate Capacity

Confirm with your candidate that they possess the following capacities:

- English proficiency, including reading and writing
- Ability to communicate verbally (speaking and hearing)
- Basic proficiency and comfort using computer and internet technology
- Access to computer with reliable internet connection prior to service start date

If your candidate doesn't meet one or more of these requirements, please let your CNCS State Office know immediately so that the candidate can be enrolled in a different PSO.

Worksite Technology

Prior to your candidate's arrival, ensure the following are in place:

- Computer with high speed internet access, telephone, access to internal systems, etc.
- Make sure the equipment can access a Cisco WebEx event (visit <https://www.webex.com/test-meeting.html>).
- Ensure your IT systems will allow your VISTA member to watch videos online (e.g., YouTube, Vimeo, etc.), download documents from the internet, and stream a webinar session via WebEx.
- Obtain IT security clearances (if needed)

If your site cannot provide one or more of these requirements, please let your CNCS State Office know immediately so that the candidate can be enrolled in a different PSO.

Upon VISTA Candidate's Arrival

- You need to be present on-site on Day 1 to welcome your VISTA and ensure they take the Oath of Service.

- Guide your VISTA to attend the webinar on Day 1 at noon PT/3:00 pm ET. Candidates are required to participate in this webinar at site and each candidate must log in individually.
- Print and distribute a [VISTA Oath Form](#) to each VISTA member prior to the webinar.
- Afterwards, collect a signed Oath Form from each VISTA, scan, and email to your Program Officer at your [CNCS State Office](#).
- Distribute fingerprint kit (two cards, mailing label, and instructions) and support VISTAs in submitting their prints as early as possible, but no later than 30 days from the start of the PSO Blend. (if you do not have fingerprint kits, please follow up with your Program Officer)
 - VISTAs are notified of the exact fingerprint submission due date in the Guide to Entering VISTA Service.

Throughout the Four Weeks of PSO Blend

In addition to conducting an On-site Orientation and Training, please support your VISTA in attending the webinars and Virtual Meet-Ups, and submitting fieldwork assignments on time. In addition to the live sessions, your VISTA will also have fieldwork assignments aimed at orienting them to the community, your organization, and the overall mission of the VISTA Program.

Week / Day	Session	Duration	Time
Week 1 - Monday (first day of service)	Launching Your VISTA Assignment	1.5 hours	noon PT/3pm ET
Week 1 - Wednesday	Navigating Your Year of Service	1.5 hours	noon PT/3pm ET
Week 2	Virtual Meet-Up	1 hour	<i>Check the Guide (below) for specifics</i>
Week 4	Virtual Meet-Up	1 hour	<i>Check the Guide (below) for specifics</i>

VISTA headquarters sends a [Guide to Entering VISTA Service](#) that provides details about the PSO Blend to all VISTA candidates who are enrolled in the PSO Blend. The Guide outlines the onboarding steps a VISTA candidate needs to complete prior to arriving at their service site. It also includes a calendar that lists training topics and learning activities week-by-week. Please download a copy of the Guide for the specific event your candidate will attend so you will have the schedule for your candidate’s PSO Blend.

Supervisor support of VISTA members is crucial to their success and the VISTA program appreciates the time and energy supervisors invest. One of the challenges of online training is developing a sense of connection to the national community of VISTAs—please encourage them to use the VISTA Campus forums, the interactive map, and our series of professional development webinars to connect with other VISTAs.

If you have questions about the PSO Blend, please contact your Program Officer at the CNCS State Office.

About PSO Blend

The AmeriCorps VISTA program offers Pre-Service Orientation to address the terms, conditions and benefits of service and key programming principles to VISTA members at the start of their service in two formats: a face-to-face training (“PSO Classic”) and a blended training that employs distance learning and fieldwork.

The blended approach (“**PSO Blend**”) combines a variety of learning modalities – the online capabilities of the VISTA Campus and live webinars, face-to-face training in *On-Site Orientation and Training*, and self-directed action learning in the community and at project site. PSO Blend gives the VISTA program flexibility in meeting recruitment targets, and removes challenges for VISTAs related to travel and time away from home.

Here is a summary of some key differences between PSO Blend and PSO Classic.

Mostly online, and incorporates the OSOT (face-to-face).	Mostly face-to-face, with online pre-requisites. OSOT follows the Classic PSO.
Takes place at VISTA project site, in the community, and at home.	Takes place regionally at hotel or conference centers.
No training travel required.	Training travel required.
Sequenced over 4 weeks.	Presented in 3 ½ days.
VISTA service begins on the first day of PSO Blend.	VISTA service begins the day after PSO Classic ends.

VISTA sponsors can check with their CNCS state office to learn which PSO events their VISTAs will attend and find out the associated deadlines.