



Welcome to

Plan Your Professional Development

To join the audio portion by phone, please dial: **888.483.1644**
Passcode: **4657130**

*The webinar will begin soon. While you wait, please share in the Chat panel:
**What's one goal you hope to accomplish
during your service?***

Corporation for
**NATIONAL &
COMMUNITY
SERVICE** 

 **VISTA**
Volunteers In Service To America

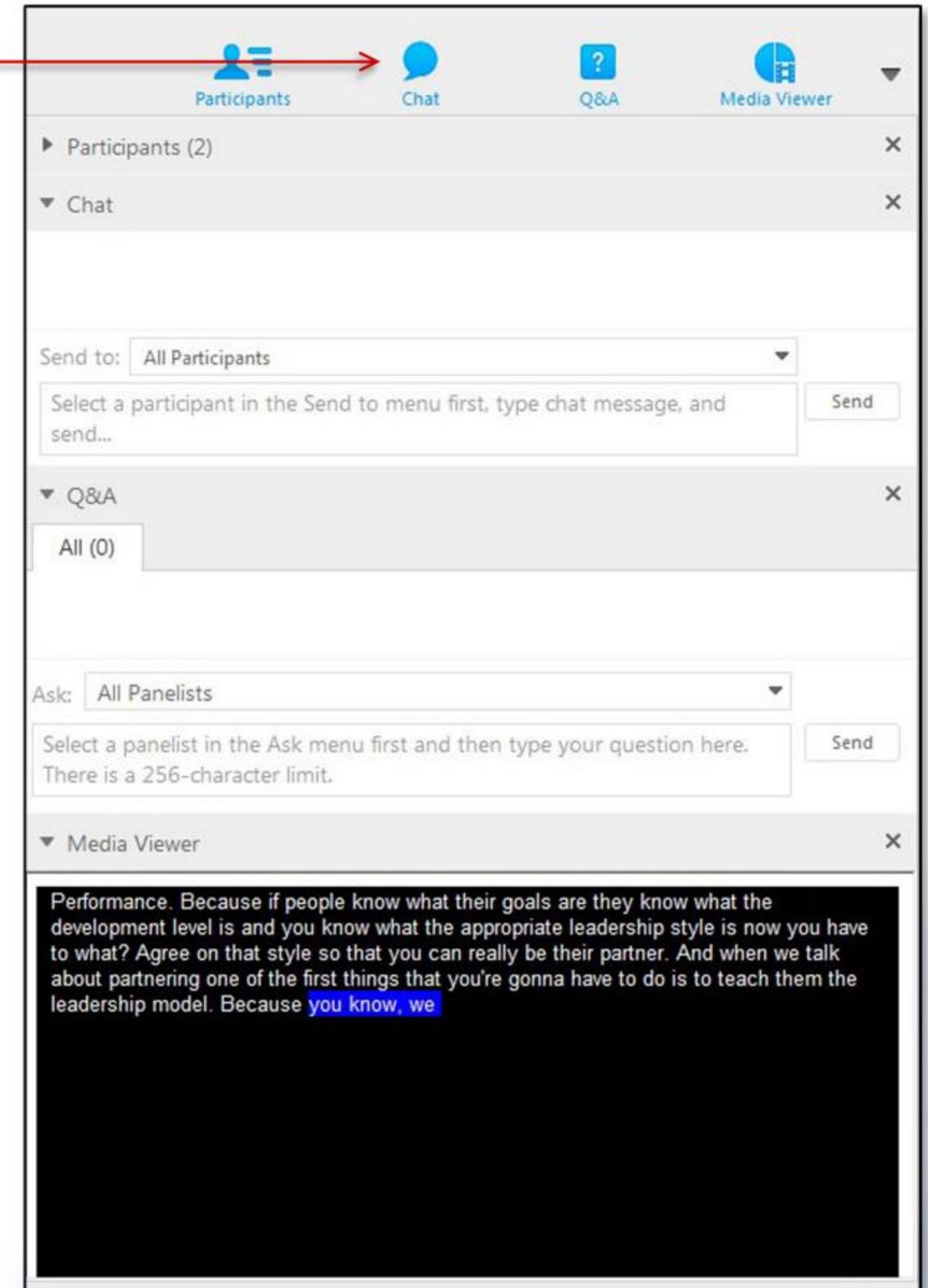
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Tips for Participating

- Audio broadcast by phone and online
- Share comments and ideas in the Chat panel. (send to “All Participants”)
- Ask questions in the Q&A panel. (send to “All Panelists”)
- View Closed Captions in the Media Viewer panel
- Some WebEx features are not available on mobile devices
- Links and recording will be available after the session

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



The screenshot displays the WebEx interface with four main panels: Participants (2), Chat, Q&A (All (0)), and Media Viewer. The Chat panel is active, showing a 'Send to' dropdown set to 'All Participants' and a text input field with a 'Send' button. The Q&A panel is also visible, with an 'Ask' dropdown set to 'All Panelists' and a text input field with a 'Send' button. The Media Viewer panel is at the bottom, displaying a video frame with a black background and white text. A red arrow points from the text above to the Chat icon in the top navigation bar.



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Today's Agenda

- Four Steps to Action
 1. Get Settled
 2. Explore your VISTA Assignment
 3. Make Time to Learn
 4. Get Connected
- 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: Get Connected



Step 1: Get Settled

- Read the VISTA Member Handbook
- VISTA Campus discussion forums
- VISTA Member Support Unit - for benefit-related questions
- CNCS State Office - for support



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 haven't yet set up formal meetings with my supervisor

Support for Challenging Situations



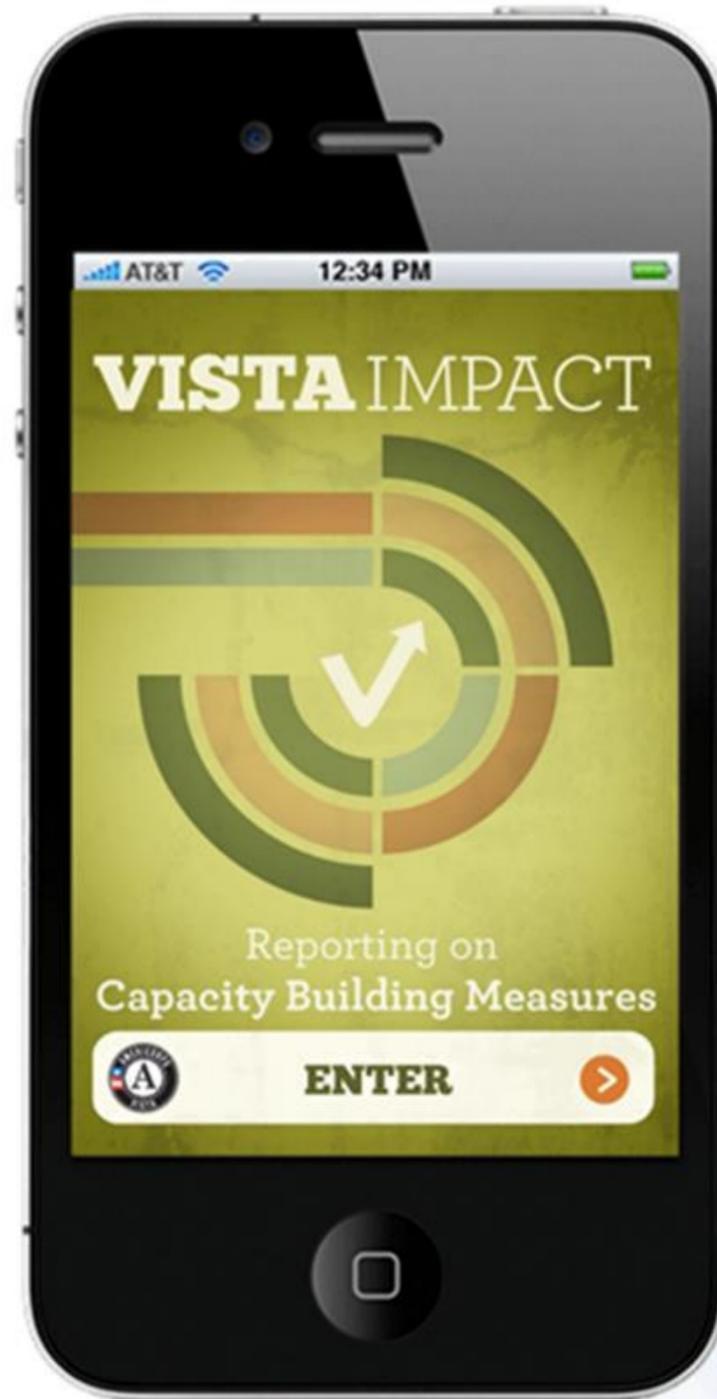
- VISTA Leader
 - State Office
 - Other VISTAs
-
- “Managing Up: Navigating the VISTA-Supervisor Relationship”
 - On-demand webinar at www.vistacampus.gov/vista-webinars

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



VISTA Impact Reporting Tool

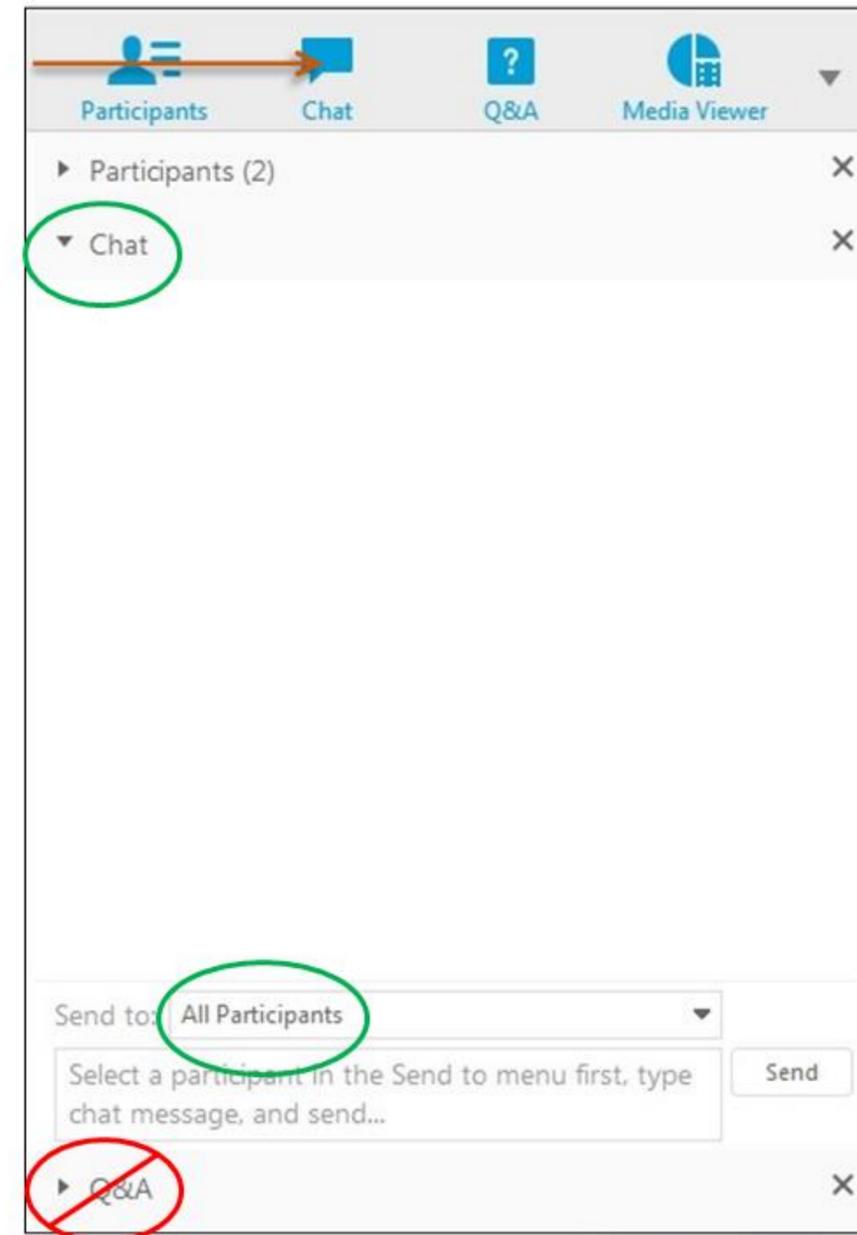


Share Your Thoughts

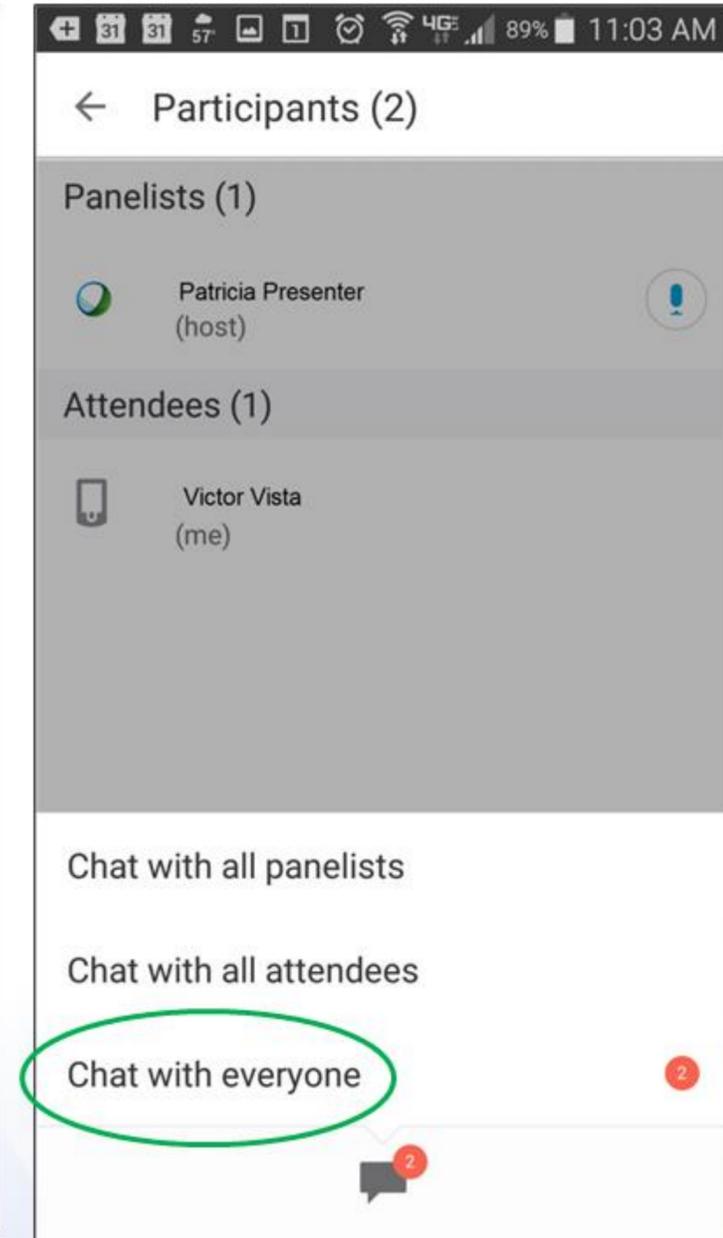
- Are you nervous about anything in your VAD?
- What are you most excited to work on?

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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 online courses



Webinar Topics – Life as a VISTA

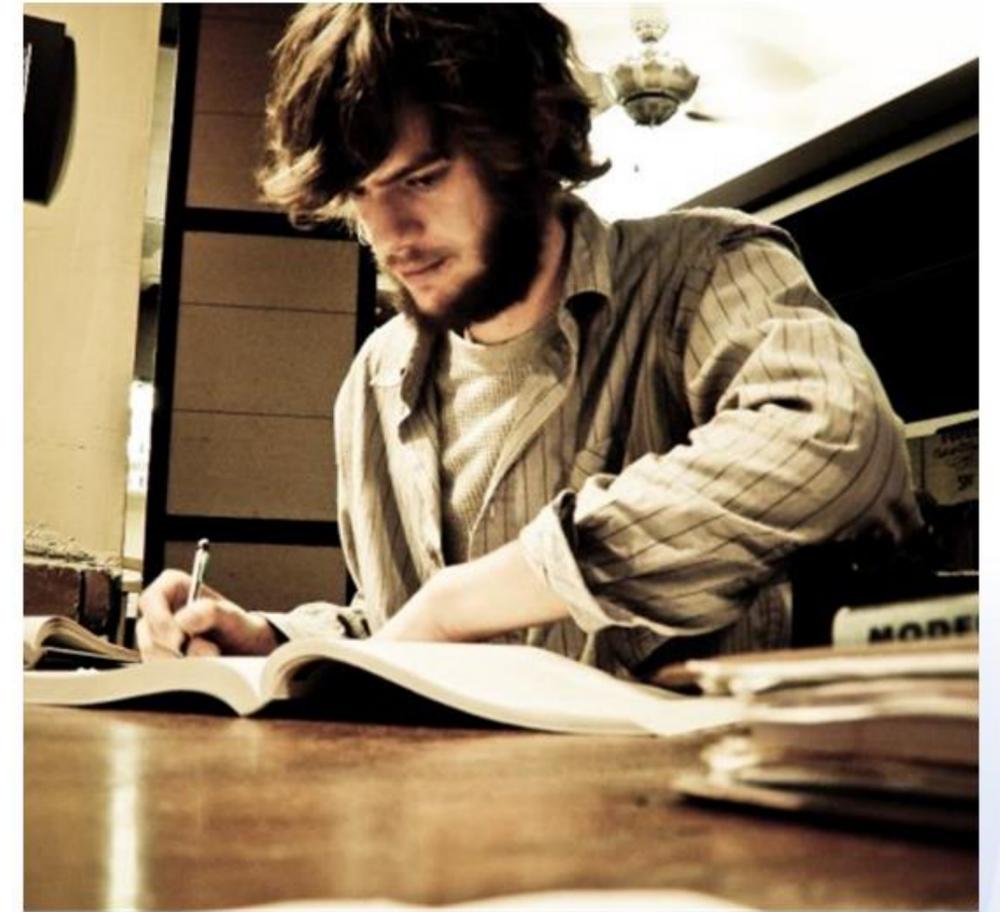
- Managing Student Loans
- Using the Segal AmeriCorps Education Award
- Living on the Living Allowance
- Avoiding Burnout During Service
- Time Management
- Supervisors & VISTAs Planning Together for Life After VISTA
- Translating VISTA Service to Your Resume and Career
- Applying for Federal Jobs Using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

Webinar Topics – The Work

- Using Project Management Techniques in Your VISTA Assignment
- Planning a Social Media Campaign for your Project
- High Impact 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...

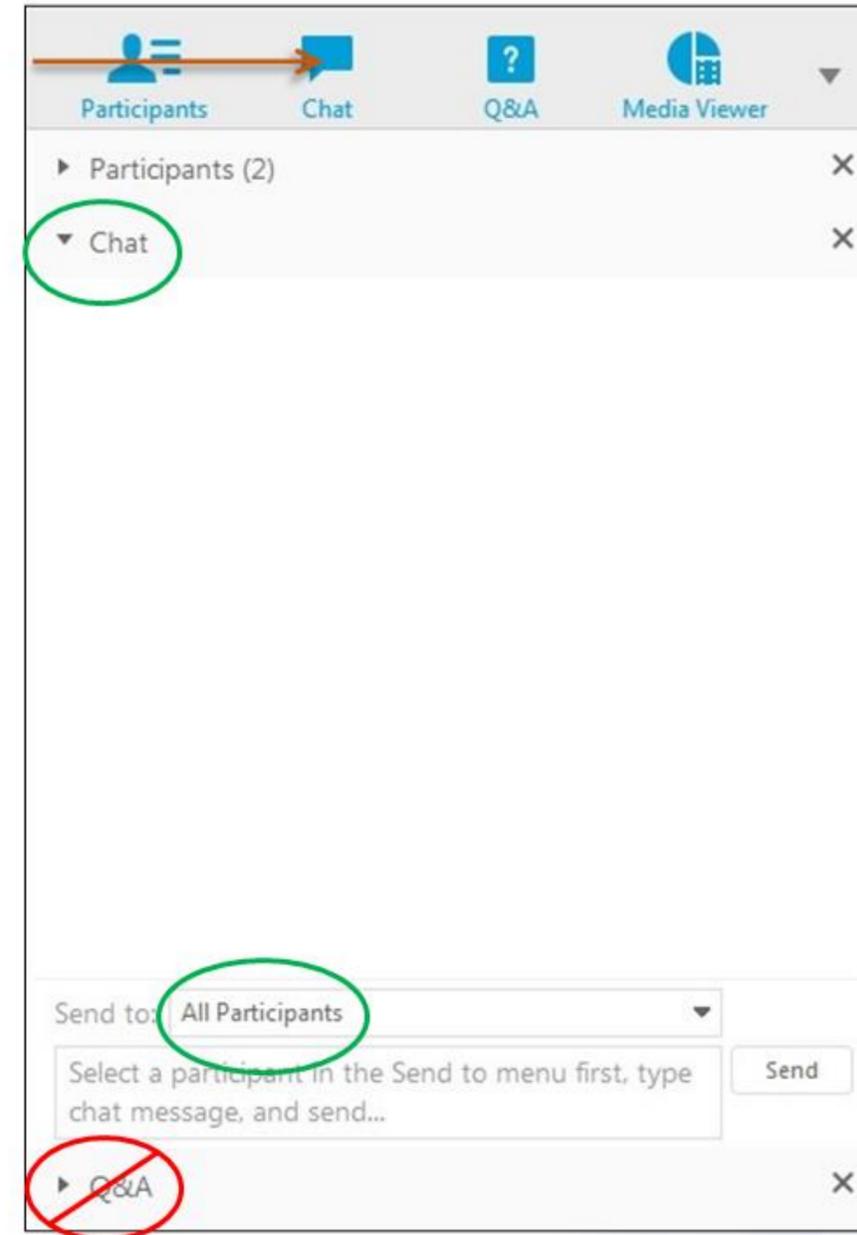
- Volunteer center
- United Way
- Chamber of Commerce
- Toastmasters International
- National organization's local chapters

Share Your Thoughts

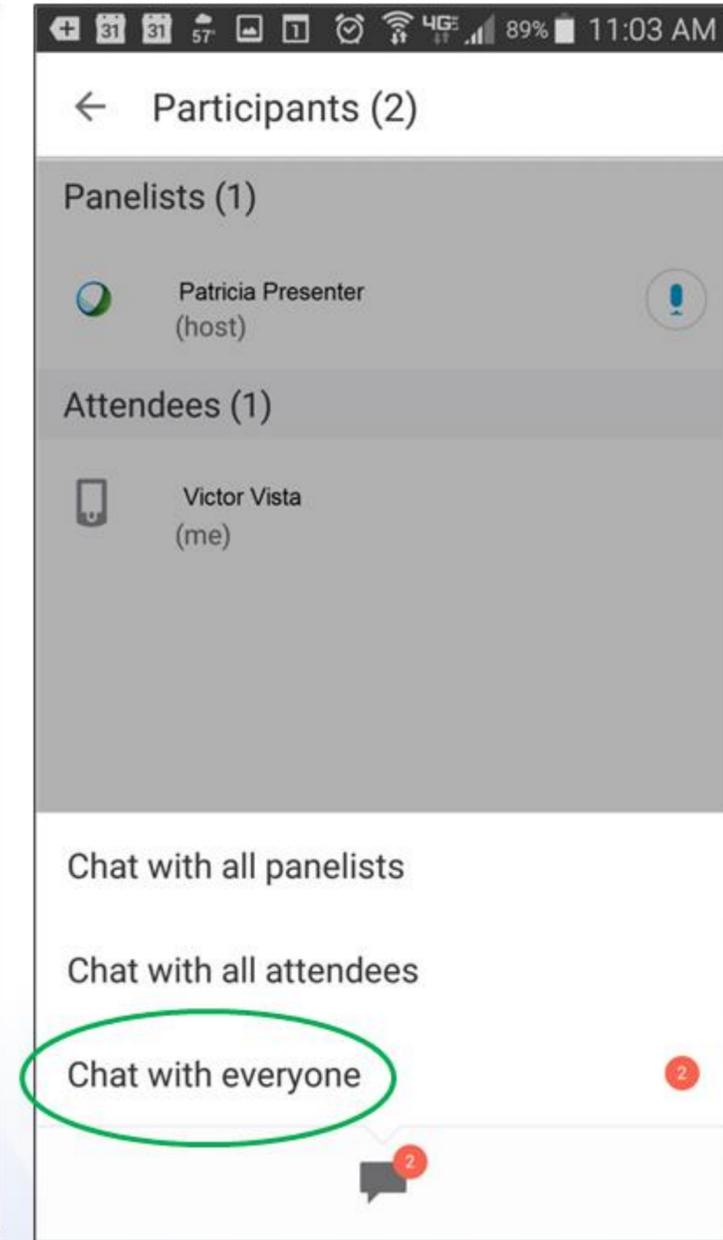
- What are resources you have used for professional development?

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Step 4: Get Connected

- 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 VISTA alumni



Connect to Your Community

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

- LinkedIn
- Tap existing networks



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

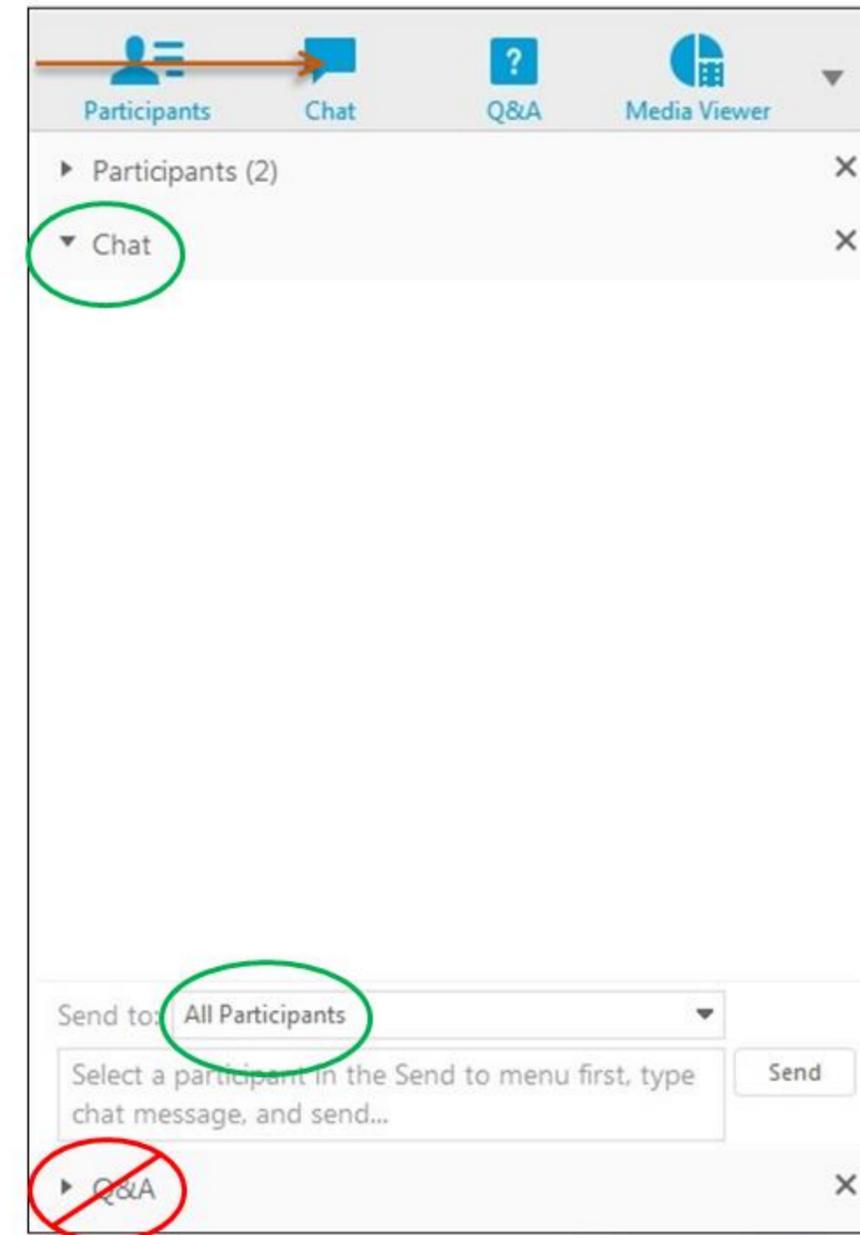


Share Your Thoughts

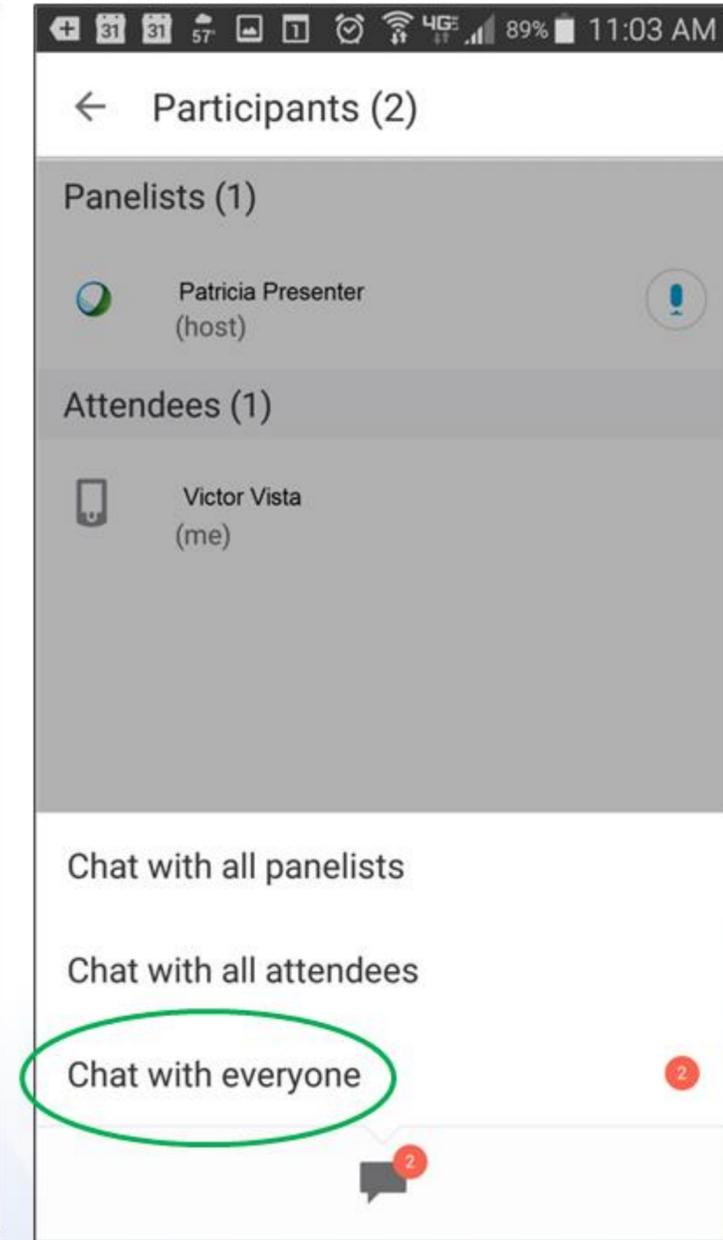
- What next step can you take today to continue your professional development journey?

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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

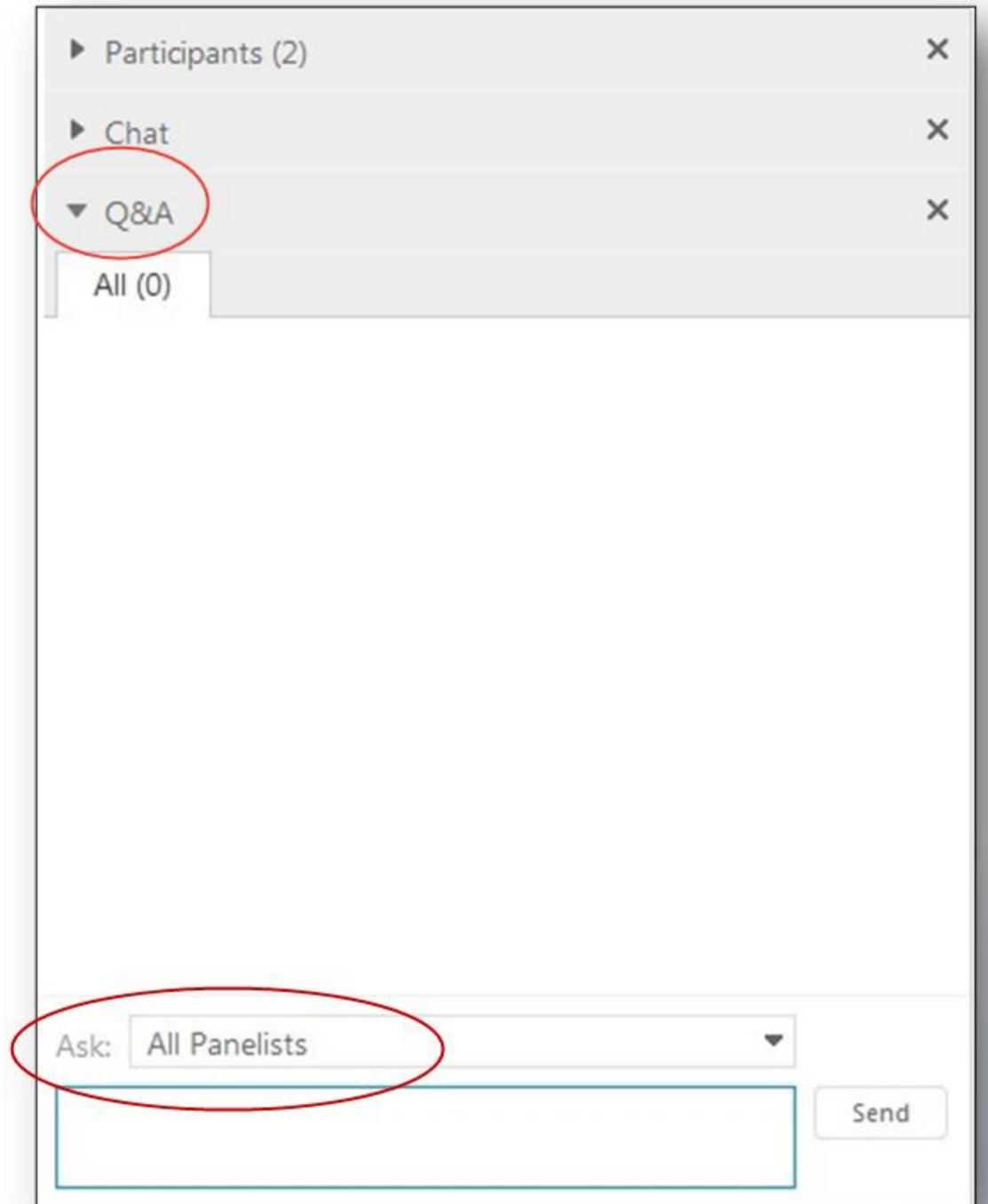


Evaluation

- 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:

Creating an Effective Digital Marketing Strategy

March 28, 2017

2:00pm Eastern

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