



IDEAS SHARED DURING THE WEBINAR

Five Ways VISTA Leaders Support Members and Projects

Ways VISTA leaders support member recruitment

- Hosting info sessions via Zoom
- Social Media Posts!
- Occasionally, by doing guest-speaking presentations about AmeriCorps to campus and student groups
- Attending recruitment outreach events and doing virtual sessions.
- Monthly Report and Monthly Meetings
- make classroom presentations and contacting professors
- Make contacts with local universities
- create flyers to post on social media
- Social media
- Acting as an ambassador and talking about the organization/project during meetings and other events
- Creating engaging content for social media
- Work with local colleges
- Outreach to facilitators in the local area
- social media
- attending college recruitment events
- Newsletters
- Working with collaborative organizations to share opportunities
- Maintaining relationships with VISTA alumni and reaching out them with opportunities
- working with partners to find applicant
- A few ideas: Drafting a VISTA FAQ/benefit sheet for interviews, creating interview outlines/questions/projects, reaching out to prior applicants about upcoming positions/referring to additional positions in project (or locally).
- Assisting with onboarding volunteers using virtual platforms.
- Speaking with current VISTAs about other opportunities
- Tracking available affordable housing so we have current info to share with applicants.
- creating spreadsheets and workflows to organize recruitment tracking process
- Summer Associates
- Helping to bridge the gap of communication between sites and AmeriCorps
- Sharing housing and budget tips with prospective members
- Continual networking on campus throughout service time.

- Creating and managing an applicant tracking spreadsheet
- going to high schools and reaching out to councilors and teachers.
- working with area nonprofits to help grow the vista brand in your area
- Creating a recruitment calendar and plan with supervisors
- Participating in interviews and assist with onboarding.

Ways VISTA leaders provide member support and development

- We do bi-monthly reports, monthly check-ins and 1:1s a few times a year.
- monthly professional development meetings
- Be a listening ear whenever needed
- Identifying and developing a VISTA's "why"
- Our Leaders typically do a great job of informing me (supervisor of 12 VISTAs at many sites), when there may be an issue that does require my involvement or intervention (e.g. complaints / conflict with a subsite supervisor)
- Being emotionally available
- We use GroupMe for a group chat/text
- Helping to make sure that each member has their Individual Development Plan updated. Identify the training needs of the members and have guest speakers throughout the service year.
- Talk about the challenges and success of their service experience.
- helping VISTAs navigate and understand their AmeriCorps benefits
- Noticing who may need extra attention or support
- Connecting VISTAs to resources in the community
- Check ins that specifically target their personal and professional goals. Ensuring the Leader is serving their needs intentionally
- navigating work-life balance, post-VISTA planning, networking, monthly team meetings, hosting trainings, helping with budgeting, peer listening, keeping VISTAs motivated, positive re-enforcement, sharing tips and experiences to help find solutions to challenges,
- Be available when a conflict or misunderstanding occurs, to support and provide resources to resolved
- Yes, ways to understand benefits, etc.
- creating a space for VISTAs to share their ideas, to support each other and just helping facilitate necessary conversations
- listening to any suggestions pointed out so it be easier to make the program stronger.
- The EI Coach Model (emotional intelligence). Asking questions regarding their emotions, intelligence, current state, opportunities, actions, change measure, and how are they feeling now.
- VLs can facilitate (virtual) social and workplace connections between members
- VISTA and I have a supportive and collegial working relationship. Our team works well together.

Ways VISTA leaders support reporting

- Better explanation of required monthly reporting! WHY it's needed? How it's used? etc.
- Keeping VISTAs up to date and informed about the current projects of other VISTAs so that they are aware of potential areas for collaboration.
- Have any of you ever used OnCorps for timesheets? There is a cost but it's not super high. We like it!
- I have been tasked with training our team on reporting! WOW! much out there to train with!
- We use Google Forms and Sheets and it works really well
- Same here, Google Suite is our best friend at CCNYPA!
- sorry, not much out there to train on specifics for training on the reporting required
- We would be lost without Google Suites
- Qualtrics
- Our VISTA Leader created a really useful "at a glance" spreadsheet just to help me see when VISTAs turn in timesheets and monthly reporting, so that I can make sure we have them and follow up if needed.
- We use TSheets to track timesheets.
- We utilize an excel spreadsheet that incorporates their VAD that the member reports on monthly and combines quarterly. We are able to derive the numbers as needed and the PD is able to submit in eGrants easily. This also keeps the member on task with their reports
- We use Oncorps for timesheets only, not reporting.
- I created a Excel doc for the VISTA's, it has 4 tabs: Stats, Narratives, Assignments, and Training's
- Is OnCorps a good reporting site?
- We use OnCorps for timesheets and reporting. It's alright
- In my experience, OnCorps works well for time sheets and occasional narrative reports, but we haven't found great success collecting regular weekly reports; we use google for that.
- We use DocuSign
- does anyone use SurveyMonkey for facilitating brief member check-ins?
- Yes for our weekly check-ins
- I've never thought of using Survey Monkey for member check-ins, but that sounds great! I tend to set virtual meetings or send a quick text/phone call for check-ins to keep it personal
- I don't use Survey Monkey, I use Google forms but my team also likes mentimeter

Ideas for Project Sustainability

- We use a sustainability binder here in Fairbanks- anyone else? I'd love to see other formats for this as I'm revising ours. Specifically this is to pass on info from one VISTA to the next at an organization and ensure nothing is lost
- I've have the opportunity to create google drive folders for each VISTA as a virtual Legacy Binder to keep track of all of their data
- I like your idea about creating folders for your VISTA's Legacy Documents to ensure you have copies.
- 2nd year in as the VISTA Leader, getting organized has been the most impactful thing that's taken place