



## 2013 New York State AmeriCorps Project Director Training & Annual Meeting

Gideon Putnam Hotel  
Saratoga Springs, NY  
October 7 – 9, 2013

Monday, October 7<sup>th</sup>

1:00 – 2:00 pm      **AmeriCorps Updates for the 2013-14 Program Year**      Orenda/Geysler  
*State Commission Office Staff*

*State Commission Office Staff will provide updates pertaining to AmeriCorps, national service, and volunteer initiatives in NY State. This session will also review 2013 AmeriCorps program achievements and 2013-14 initiatives of the State Commission, provide a summary of the 2014-15 AmeriCorps grant process, share and update on the State Volunteer Generation Program, and explain new AmeriCorps policies, among other important topics.*

[Welcome Presentation](#)  
[Improper Payments Elimination and Recovery Act \(IPERA\)](#)

2:00 – 3:45 pm      **Theory of Change/National Performance Measures**      Orenda/Geysler  
*Veronica Webster & Stefanie Perez*

*This session will focus on the Theory of Change/National Performance Measurement initiative of the Corporation for National and Community Service. Topics will include a review of the National Performance Measures, the Corporation's focus on reporting impact, data collection instruments, and techniques for reporting impact in an effective manner. The New Progress Report requirements will also be presented.*

[Performance Measures Slide Show](#)

3:45 – 4:00 pm      **Break**      Gallery

4:00 – 5:15 pm      **Round Robin 1: AmeriCorps Hot Topics**      Coesa & Hathorne

Disability Inclusion  
*Jeannette Stanton, Office of People with Developmental Disabilities (OPWDD)*

Social Media  
*Gillian Sharkey, Jumpstart*

Volunteer Generation Program & Disaster Preparation Initiative  
*State Commission Office Staff*





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Tuesday, October 8<sup>th</sup>

8:00 – 9:30 am

**Criminal History Checks**  
*Veronica Webster and Eric Czupil*

*Orenda/Geyser*

*Participants will leave this session with a clearer understanding of the National Service Criminal History Check regulations currently in place. Presenters will discuss whom these requirements apply to and under what circumstances; when which type of check is required; the timeline when checks must be completed; and the impact to members and grantee agencies who fail to comply with the regulation.*

[Criminal History Checks Slide Show](#)

9:30 – 10:30 am

**Prohibited & Unallowable Activities**  
*Beth Tailleir*

*Orenda/Geyser*

*This session will include case studies and information relative to definition of prohibited & unallowable activities and the prevention of prohibited and/or unallowable activities within your program.*

[2013 Prohibited Activities Slide Show](#)

[Case Studies](#)

[Intro Exercise](#)

[Member Position Description](#)

10:30 – 10:45 am

**Break**

*Gallery*





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10:45 am – 12:15 pm

### Breakout Session 1: Site Supervision

Coesa

*Marilyn Rosche, Consultant & Former AmeriCorps Program Director*

*This session will engage participants by using a self-assessment tool to examine the systems their AmeriCorps program has in place to monitor members and host sites. Discussion will cover how AmeriCorps programs conduct risk assessments of their sites, how host sites are prioritized to receive monitoring visits, ways to support host sites to meet program objectives, resolution of identified issues, and clarification of when to notify the State Commission Office. Suggestions for effective site monitoring tools will be included.*

[Site Risk Assessment](#)  
[Supervisor Mid-Year Check-up](#)

### Breakout Session 2: AmeriCorps Member Management

Hathorne

*Rachael Tachco, Director of Rochester AmeriCorps*  
*Kevin Cummings, Director of NYC Civic Corps*

*Two current AmeriCorps Program Directors will lead participants in a discussion of the following important member management topics: Member Development, Member Evaluations, Member Living Allowance Distribution, and Managing Difficult Members.*

[Member Vs Volunteer](#)  
[FAQ Members Benefits and Distribution of the AmeriCorps Living Allowance](#)  
[Two Week Training Modules](#)  
[Year 20 Two Week Training Agenda](#)  
[End of Year Member Survey 2013-14](#)





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Tuesday, October 8<sup>th</sup> (con't)

- 12:15 – 1:30 pm      **Lunch**      *Arches*
- Marketing & Co-Branding Your AmeriCorps Program**  
*Larry Weisberg, CG Consulting for the Common Good*
- [AmeriCorps Branding Slide Show](#)
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- 1:30 – 3:00 pm      **Breakout Session 1: Site Supervision**      *Coesa*
- Marilyn Rosche, Consultant & Former AmeriCorps Program Director*
- [Site Risk Assessment](#)  
[Supervisor Mid-Year Check-up](#)
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- Breakout Session 2: AmeriCorps Member Management**      *Hathorne*
- Rachael Tachco, Director of Rochester AmeriCorps*  
*Kevin Cummings, Director of NYC Civic Corps*
- Participants should attend the second of the two Breakout Sessions being offered.*
- [Member Vs Volunteer](#)  
[FAQ Members Benefits and Distribution of the AmeriCorps Living Allowance](#)  
[Two Week Training Modules](#)  
[Year 20 Two Week Training Agenda](#)  
[End of Year Member Survey 2013-14](#)
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- 3:00 – 4:00 pm      **Engaging Veterans in Service**      *Orenda/Geyser*
- John Furman, Utica Public Housing AmeriCorps*  
*Michele Armani, AmeriCorps for the Adirondacks*  
*Steve Deisig, Opportunity Corps AmeriCorps Program*
- Panelists will each discuss the strategies, challenges, and successes of their AmeriCorps program to increase the number of veterans and military service members and their families receiving services and increase the number of veterans and military family members engaged in service through AmeriCorps.*
- [Engaging Veterans Slide Show](#)





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4:00 – 4:15 pm	Break	Gallery
4:15 – 5:30 pm	<b>Round Robin 2: AmeriCorps Hot Topics</b>  Stipend Payment Issues <i>Melissa Schutt, The Service Collaborative of Western NY (ABLE)</i>  Personal & Compelling Circumstances <i>Lekeisha Eubanks, Harlem Children's Zone</i>  Member Retention Issues & Corrective Action <i>Matt Schaffer and John Hughes, City Year New York</i>  <a href="#"><u>Member Pay Scenarios</u></a> <a href="#"><u>Where to look when guidance is needed for Member Pay Issues</u></a> <a href="#"><u>Member Living Allowance Distribution FAQs</u></a>	Coesa/Hathorne

Wednesday, October 9<sup>th</sup>

8:30 – 10:00 am	<b>Leading from the Heart: The Art of Adaptive Leadership</b> <i>Shoshanna Cogan, Leadership Development Consultant</i>	Portico
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Utilizing Ken Blanchard's Situational Leadership framework, this leadership workshop focuses on four stages of the skill development process and the supervision styles that best suit each stage. By the end of this hands-on session, you will:

- Better understand your own supervisory leadership style and the skills needed to be more effective when managing others.
- Improve communication and understand how to become a more trusted and credible leader.
- Know how to create collaborative work environments with more energy and self-reliance.
- Increase effectiveness in setting goals, providing clear direction, and listening.
- Develop a draft strategic visioning graphic identifying key goals, values, resources, barriers, and action steps for on-going leadership development.





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10:00 – 10:15 am	Break	<i>Portico</i>
10:15 – 12:30 pm	<b>Leading from the Heart: The Art of Adaptive Leadership</b> <i>Shoshanna Cogan, Leadership Development Consultant</i>  <a href="#"><u>Visioning Action Steps Tool (VAST)</u></a> <a href="#"><u>Leading from the Heart: The Art of Adaptive Leadership</u></a>	
12:30 – 1:00 pm	Closing Remarks	<i>Portico</i>

