

# VISTA Assignment Description (VAD) Template

**Title:** Youth Education Coordinator- Blount County

**Sponsoring Organization:** Girls Inc of Tennessee Valley

**Project Name:** Blount County After School programs

**Project Number:**

**Project Period:** 08/01/2018 – 08/01/2019

**Site Name (if applicable):** Blount County- based out of Knox County Girls Inc. Office

**Focus Area(s)**

**Primary:** Capacity building

**Secondary:** Opportunities for disadvantaged youth, specifically girls.

**Note:**

*If your VAD is not accepted, the State Office will note the reason(s) why here.*

## VISTA Assignment Objectives and Member Activities

**Goal of the Project:** To aid in developing a Blount County after school program to serve the highest need girls within the community in life, educational and social skills through intentional curricula. The objective of this position is to increase the number of volunteers involved in the program, recruit mentors and interns to administer the after-school program and grow the awareness of the program throughout the county.

### **Objective of the Assignment 08/20/2018-12/31/2018**

First objective of this assignment, written in a sentence or two.

#### **Member Activities:**

1. Develop lesson plans and structure of after school program in two county schools.
  - a. Set up a monthly programming calendar for a two day a week program in Blount County schools.
  - b. Develop strong relationships with Blount County school teachers, administrators and parents to aid in recruiting volunteers and potential program support.
  - c. Begin to recruit and interview potential interns or mentors to begin administering after school programs during Spring semester.

### **Objective of the Assignment 01/10/2019-08/01/2019**

Second objective that this VISTA is to accomplish.

#### **Member Activities:**

1. Begin training and overseeing mentor and/or interns administering after school programming.
  - a. Continue to develop strong connections and relationships with personnel involved with Blount County schools
2. Work in conjunction with Director of Programs for succession plan of this role and development a Procedures and Policies Guide for position.

