

# Where Do I Stand? Where Am I Stuck?

## Exercise Instructions

Each project and its staff face unique challenges in getting programs and activities started. To help you identify your areas of strengths and understand where you may be getting stuck, we have designed an exercise. Please follow the steps below.

- [1] Working **individually**, review the *Where Do I Stand? Where Am I Stuck? Worksheet*. Read each item and fill in notes as required. Reflect on each Top Ten Item to the best of your ability. Refer to your PowerPoint handout for details on each item. It is possible that you're really not sure about the process or status of your program in every area. Just make notes about those areas and what you need to find out. Be sure to note your successes too!
- [2] When you are done, look back at all of the steps and select one or two items you think are your priorities. Use page 2 of the *Worksheet* to record your selections and possible strategies.
- [3] Working in **Table Groups**, discuss the items you selected as priorities. Please assign one person in your group to serve as the note taker and one as the reporter. Each group should select 1-2 key points to share with the large group.
- [4] Back in the **Large Group**, each small group will be asked to report on 1-2 key points.

# Where Do I Stand? Where Am I Stuck?

Program Name and Your Name: \_\_\_\_\_

Where am I Stuck?	Top Ten Items	Notes, Questions, Thoughts
	1 <b>Starting with the End in Mind.</b> Do I know my end outcomes?	
	2 <b>The AmeriCorps Contract.</b> Does my program have the systems in place to deliver the solution to the community problem we've identified?	
	3 <b>Assure Compliance with Member Requirements.</b> Do I have the necessary systems and documentations for assuring compliance with member requirements?	
	4 <b>Member Management and Support.</b> How does my program support members?	
	5 <b>Building Strong Placement Sites.</b> How well connected are my member placement sites to the overall mission and vision of the program?	
	6 <b>Monitoring Program Performance.</b> Do I have strategies and systems for monitoring my program's performance on an on-going basis?	
	7 <b>CA Program Standards.</b> Do I know how well my program is aligned with CA Program Standards?	
	8 <b>Process for Effective Communication.</b> Which areas of communication do I feel my program is weakest in?	
	9 <b>AmeriCorps Is Not a "Cash-Cow."</b> Do I have strong community partners who make in-kind and/or monetary contributions to support my program design?	
	10 <b>Know Where to Find Answers.</b> What resources am I not tapping into?	

## Discussion Questions

Name: \_\_\_\_\_ Program Name: \_\_\_\_\_

Email: \_\_\_\_\_

*Please discuss the following questions and identify possible solutions. Select a note taker to capture the tone and topics covered. Each group will report to the large group. Thanks!*

**1. Based on your *Worksheet*, identify and discuss your priorities. Use examples.**

*(Record 1 to 3 priorities and why you selected them)*

**2. Identify and discuss tasks, strategies, resources, etc.... to assist you with your priorities. *Getting Unstuck*.**

*(Record possible strategies [tasks, resources, etc..] for your priorities.*