



# TrainingFocus

## Training / TA / Disability Inclusion

SEPTEMBER/OCTOBER 2013

The monthly *TrainingFocus* provides Nebraska National Service leadership with informational tips and resources on topics pertaining to training, professional development, technical assistance and disability inclusion.



### BEING A TEAM PLAYER

Professionals are team players. They understand that great achievements are not won single-handedly. Great accomplishments come from the collaborative efforts of many individuals working toward common objectives and goals.

#### Do:

- ✓ Commit to your team's goals and objectives.
- ✓ Be a willing team player and do your part.
- ✓ Lead when you should lead.
- ✓ Follow when you should follow.
- ✓ Encourage and praise others.
- ✓ Take pride in your team.

#### Don't:

- ✓ Be a soloist.
- ✓ Be a slacker.
- ✓ Avoid leadership roles.
- ✓ Nag, complain or be discouraging.
- ✓ Talk negatively or disparagingly about your team, teammates, co-workers, fellow Corps members, or organization.

(Source: The GOALS Institute)

### TRAINING SPOTLIGHT...

This month's spotlight is on **Building Team Spirit within the Corps**. The two training exercises offered, "What Does It All Mean?" and "A Complete Picture" are designed to be used in the beginning months of orientation and training. Each exercise is outlined with all of the necessary information for program leaders to carry out the exercise with your program members. If you have team leaders or second year members, it's suggested that you have them facilitate some of the exercise. This will give them a sense of ownership, responsibility, and recognition as a leader among their peers. (Source: *Corps Design* by DynaTEAM Consulting)

#### Team Building Exercises:

The focus of these team building exercises is to provide AmeriCorps members an orientation to the community, to one another and to national service. The activities will assist in initiating a "team" atmosphere. Use these exercises in the beginning of members' development. In this stage the members are getting to know one another. Many people will have "walls" up and others will be willing and ready to share information about themselves with other Corps members. It is important to be sensitive to this fact and be willing to make adaptations to the exercises according to the group atmosphere. This is a critical time to stress the fact that the local AmeriCorps program is part of a larger picture-National Service. (These exercises can be used for VISTA and Senior Corps members as well.) The facilitators' goals should be getting the Corps members comfortable with one another and setting up roles, responsibilities, and expectations of the Corps members for their term of service. Open communication is a key element in this phase.

#### To Access the Team Building Exercises go to:

[http://www.serve.nebraska.gov/training/training\\_focus.html](http://www.serve.nebraska.gov/training/training_focus.html).

- What Does It All Mean? – (communication tool, expectations, clarification)
  - Exercise and worksheet
- A Complete Picture – (team builder)
  - Exercise

#### Additional Member Training & Development Resources:

For more information and resources on Member Training and Development, visit, <https://www.nationalserviceresources.org/encorps/mt-home>.



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### MEMBER CORNER

#### Create Your Elevator Speech

Use the questions below to create your own compelling and motivating "elevator speech."

##### Question #1

- **Who is your audience?**

Knowing something about your audience's interests and familiarity with national service will help you build your speech.

##### Question #2

- **What words will capture the prospect's attention, i.e. provide a hook that will draw their attention.**

For example: Do you want to leave a legacy for the people who are coming behind you?

##### Question #3

- **Why would anyone want to hear what you have to say?**

Introduce yourself with confidence so that your audience wants to know more about you. Tweak their curiosity. Include both your National Service and program affiliations.

For example: My name is \_\_\_ and I am an AmeriCorps member serving with Peacekeeper Family Center helping families who are facing foreclosure.

##### Question #4

- **How can you invite your audience to become engaged in what you are doing?**

For example: Ask people to share what they have been blessed with.

##### Question #5

- **As a result of hearing your elevator speech, what is the ask...what do you want the listener to do?**

For example: "Now is the time to join AmeriCorps."

Create your elevator speech to fit a 60 second timeframe.

(Source: AmeriCorps 101)

### TA-TECHNICAL ASSISTANCE/FINANCIAL...

- **AmeriCorps Member Management** – MyAmeriCorps Support for AmeriCorps State Commission and Sub-grantees by CNCS features tutorials and other resources that will guide you through using the functions of MyAmeriCorps. Tutorials offer flexibility and quick references: users can access them at their convenience and "jump" to specific agenda items. You can also download the PowerPoint presentations that are used in the tutorials. To learn more, visit: <https://www.nationalserviceresources.org/myamericorps-support-ameri-corps-state-commission-and-sub-grantees>
- **Grantee Central** – ServeNebraska has consolidated resources to help you manage your program, <http://www.serve.nebraska.gov/grantee/grantee.htm>.

### CHECK IT OUT...

The AmeriCorps Listserv is now defunct so it's time to join the AmeriCorps Knowledge Network. Discussion boards are available on the Knowledge Network.

Joining is a two-step process:

1. Go to <http://nationalservice.gov/resources> and create an account (or login if you already have an account) in the upper right
2. Go to <https://www.nationalserviceresources.org/ameri-corps> and click "Join" in the upper right

To learn more about the AmeriCorps Knowledge Network, a webinar is available at:

<https://www.nationalserviceresources.org/videos/introduction-ameri-corps-knowledge-network>.

### DISABILITY/INCLUSION...

- **Project Unity – Movies that Move**

"Movies that Move" are film clips promoting inclusion and critical thinking. This project, designed through a partnership between Special Olympics Project UNIFY® and Film Clips for Character Education, was designed to reach students in a new, multi-dimensional way, using popular films and TV shows to spark meaningful discussion about disability and inclusion. To learn more visit, <http://filmclipsonline.com/unify/>.

The **Movies that Move DVD and Leader's Guide** is FREE of charge and can be ordered by contacting Rebecca Ralston at [rralston@specialolympics.org](mailto:rralston@specialolympics.org).

### UPCOMING EVENTS...

- **Nebraska AmeriCorps Conference – October 9**  
Registration Open: September 18, deadline October 3  
Location: Center for People in Need, Lincoln  
The Agenda & Registration link is: <http://tinyurl.com/13AConf>
- **Service Learning: Nuts & Bolts Workshop – October 22**  
Registration Open: September 27, deadline October 17  
Location: University of Nebraska Omaha, Thompson Alumni Center  
The Agenda & Registration link is: <http://tinyurl.com/ServeLearnWorkshop>