

VISTA Assignment Description (VAD)

VISTA Member Job Title: Student Care Services AmeriCorps VISTA
Sponsoring Organization: University of Central Florida Project Name: OSI AmeriCorps VISTA Project Project Number: 3425872 Project Period: February 24, 2017-February 23, 2018
Site Name (if applicable): Student Care Services
Focus Area(s) Primary: Increase awareness and education of homelessness and financial distress Secondary: Create and support initiatives and resources to assist students in need

VISTA Member Activities and Steps Checklist

Goal of the project: Student Care Services (SCS) offers guidance, resources, and referrals to UCF students who are experiencing a distressing situation which significantly impacts academic or personal success. The SCS team coordinates referrals to campus and community resources, develops action plans for student success, oversees the Student of Concern process, and provides education and outreach to university and community members. Our goal is to intervene before a student reaches crisis level and ensure the safety of both the student and the UCF community. SCS also oversees UCF Cares, an umbrella of care-related programs, resources and staff dedicated to fostering a caring community of Knights. One sub-population of students includes individuals who are experiencing financial distress, are homeless or at risk of homelessness, or have issues with securing food and other basic needs. The AmeriCorps VISTA will be responsible for creating and maintaining supportive resources for these specific students and raising awareness of these populations on the college campus.

Objective of the Assignment (*Period of Performance : February 2017 – February 2018*)

Identify and navigate on-campus resources to benefit students in need

Member Activities:

Step 1: Maintain relationships with Housing and Residence Life and Neighborhood Relations and Safety Education to discuss housing options for students

Step 2: Explore and apply for programs and funding sources (local, state, federal)

Step 3: Maintain partnerships with Knights Pantry, Financial Aid, MASS, etc to support student population

Step 4: Expand ongoing transportation options and resources

Objective of the Assignment (*Period of Performance: February 2017-February 2018*)

Build and maintain partnerships with community agencies

Member Activities:

Step 1: Identify key resources, programs and community partners to be involved

Step 2: Meet with individual agency representatives to discuss collaborative efforts and referrals

Step 3: Connect with high schools to educate about resources available at UCF for at-risk students

Step 4: Connect with community colleges to educate about resources available at UCF for at-risk students

Objective of the Assignment (*Period of Performance: February 2017-February 2018*)

Conduct research to increase understanding of homeless and financially distressed college students

Member Activities:

Step 1: Review scholarly articles related to college students experiencing homelessness, financial distress and food insecurity

Step 2: Document local, national, and global trends for these issues

Step 3: Assess proactive measures and solutions to these issues and establish a baseline of higher education best practice for these issues

Objective of the Assignment (*Period of Performance: February 2017-February 2018*)

Educate the university community on student homelessness issues, and techniques to identify and assist students in financial distress

Member Activities:

Step 1: Create curriculum to educate University Community members (ie. On issues regarding student homelessness and financial distress, resources, and ways to assist students)

Step 2: Increase and maintain awareness through visibility of issues through flyer campaign, electronic advertising, articles, social media, and media coverage of events.

Step 3: Facilitate planning and execution of university-wide programming to educate and spread awareness of student homelessness for National Hunger and

Homelessness Awareness Week in Fall semester

Step 4: Facilitate university-wide programming to educate and spread awareness of student homelessness ie. Navigating Through a Life of Poverty: An Interactive Simulation and additional programming and educational campaigns in Spring and summer semesters

Step 5: Facilitate staff training to review resources for students experiencing homelessness or financial distress

Objective of the Assignment (*Period of Performance: February 2017-February 2018*)

Create sustainable transition plan in the Student Care Services office to assist homeless or financially distressed students

Member Activities:

Step 1: Maintain report templates and create reports as needed

Step 2: Create and maintain transition report

Step 3: Assist with replacement process

Step 4: Implement recruitment and selection

Step 5: Complete training and transition process