

# VISTA Assignment Description (VAD)

**Title:** Volunteer Coordination VISTA - IFTB

**Sponsoring Organization:** United Way of Escambia County  
**Project Name:** Strengthening our Community by Aligning Systems  
**Project Number:** 16VSSFL002  
**Project Period:** 06/11/2017 - 08/04/2018

**Site Name (if applicable):** Independence for the Blind

**Focus Area(s)**

**Primary:** Healthy Futures

**Secondary:** Education

## VISTA Assignment Objectives and Member Activities

**Goal of the Project:** Is to build Independence for the Blind's capacity to help improve the health of blind and visually impaired person using volunteers to provide the training in health related topics and instruction in physical activities.

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

Assess Volunteer needs and create a plan of action

**Member Activity:** Brainstorm with IB leadership the possible needs of volunteer positions.

**Member Activity:** Develop a formal Volunteer Program to recruit, orient, train volunteers and recognize and reward volunteers to have an effective volunteer program.

**Member Activity:** Develop an Outreach Plan to recruit volunteers from local high schools , colleges, various organizations, and the general community which will help us meet our recruitment goal of 20 community volunteers .

**Member Activity:** Develop a description of volunteer needs as a hand out (to be used in recruiting volunteers) which will help us recruit a minimum of 20 volunteers.

**Member Activity:** Develop individual job descriptions for each volunteer position(s) which is part of having an effective volunteer program.

**Member Activity:** Develop a plan to recruit volunteers to fit the needs of the participants.

**Member Activity:** Monitor progress of volunteers and make adjustments to volunteer plan.

**Member Activity:** Report monthly on progress of recruitment and new plans of action. Tracking the Data: Count and record number of volunteers recruited.

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

To improve the health of the blind community using volunteers

**Member Activity:** The Vista will develop a program where volunteers will provide classes on nutrition and other related topics.

**Member Activity:** The Vista will develop a program where volunteers will provide classes on physical fitness other related topics.

**Member Activity:** The Vista will develop a program where volunteers will provide classes like Yoga and chair Yoga and other exercises.

**Member Activity:** The Vista will develop a program where volunteers will provide classes on fitness activities like Zumba.

**Member Activity:** Volunteers will facilitate/teach/coordinate various sports activities to the children and teens. Data Tracking: 1.Count the number of trainings provided. 2.Count the number or hours of training. 3.Count the number of participants. 4.Track health and fitness data for the children and teens  
a. Weigh the children and teens in the program. b.Measure their height and waist circumference and calculate BMI. c.Measure strength, flexibility and endurance (obtain professional advice on how best to do this.)

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

Increase the Organizational Capacity as related to volunteers

**Member Activity:** Tracking: 1.Count the number of volunteers recruited. 2.Count number of hours of training provided. 3.Track the amount and value of donated in-kind goods and services.