



VISTA's Working With THE GUARDIAN AD LITEM Program

Editor: Fran Hamilton, VISTA Leader

1st Quarter, 2006

Name That Newsletter Contest!!

This is the first edition of a VISTA newsletter, so let's try to come up with a catchy title. Please submit your title to Fran Hamilton by 3/31/06.

The newsletter will be printed quarterly. It will include but will not be limited to:

- recruiting tips/ideas that work
- motivational tips
- training notifications
- newsworthy articles
- messages from Regional Administrators, Brad Fowler, etal
- Important VISTA news

Suggestions, articles, and any newsworthy items will be appreciated.

*Honesty and frankness make you vulnerable.
BE HONEST AND FRANK ANYWAY.*

Kent M.Keith , THE PARADOXICAL COMMANDMENTS

4th Quarter, 2005, Recruiting Results

Total # Prospects Contacted	624
Total # Volunteers Sworn In	170

Important Info:

- 1) VISTA Leader Role: Mentor, research answers to your AmeriCorps questions about policies and procedures, or answer general questions about your assignment.

If you have issues or concerns about your supervisor, you are encouraged to 1) resolve at the local level with your direct supervisor or District Administrator or 2) with your Regional Administrator. The VISTA Leader does not handle personnel issues.

- 2) Monthly VISTA Report: This form is due by the 5th of each month and is used to report your VISTA accomplishments. You can fax, email or mail to VISTA Leader. You are required to report where the volunteers that are being sworn in heard about the GAL program. You can find the answer on their volunteer application form.

Send to VISTA Leader
Fax: (252) 393-2813
Email: fran.c.hamilton@nccourts.org
Address: 215 Blue Goose Lane
Newport, NC 28570

- 3) VISTA Leave Form:
This is your monthly time sheet and is due by the 5th of each month. You get 70 hours of vacation (10 days) and 70 hours (10 days) of sick leave per year. Form must be signed by you and your supervisor.

Send to VISTA Leader
Fax: (252) 393-2813
Email: fran.c.hamilton@nccourts.org
Address: 215 Blue Goose Lane
Newport, NC 28570

2

- 4) Monthly Reimbursement of Travel: This is the form to report your monthly mileage. The reimbursement rate for the state is .37 per mile. This form must be signed by you and your supervisor and mailed to Brad Fowler by the 5th of each month. The travel form can be accessed from the website at www.nccourts.org. Click on forms on the homepage. You can either put the form # (AOC-A-25) or type in "travel" and it will bring up the form.

Mail to:
Brad Fowler
Assistant Administrator, GAL Program
PO Box 2448
Raleigh, NC 27602

- 5) GAL Business Cards: Please complete the form (gal business cards) and email to Keynisha in Raleigh (keynisha.powell@nccourts.org). Contact VISTA Leader if you do not have the form.

- 6) If you need to log on to TAO from home, here is the URL:

<https://tao.aoc.state.nc.us>

A security alert pops up. Click OK.
Mail ID: type in your TAO email ID (cgl____)
Password: type in your password & Enter



TIDBITS

- CASA website: www.nationalcasa.org or casanet.org (wealth of information you can use at your work site)
- NC GAL website: www.nccourts.org
- Sex Offender Website: www.familywatchdog.us
- Also, on-line, Best Interests Newsletter can be subscribed to (free) by e-mailing Marcia@childadvocacy.com
- State Office Training Calendar: www.yahoo.com

ID: nccgaltraining PW: raleigh



FRAN'S CORNER

I would like to take this opportunity to acknowledge you for giving a year of your life to do this VISTA work. It WILL be a rewarding experience because your heart is so big and people get that you are committed to this cause. Sometimes we are looking for a cause, but then sometimes the cause finds us! I think we all can say this is true for our life as VISTA members.



Message from Brad Fowler:

No Direct Service:

*Our contract with Americorps*VISTA prohibits our Members from direct service (i.e. serving children by carrying cases). If you were a volunteer guardian before becoming a Member, you need to develop a plan with your District Administrator for you to transition off your cases during the next month.*

*If you retain any cases, your service on these cases must be completely voluntary and in addition to the at least 35 hours per week you serve as an Americorps*VISTA Member. Any time spent working cases must be taken as leave because direct service is not permitted under our contract with the Corporation for National Service*

.Excerpt from UPDATE National CASA Newsletter

Recruiting Ideas/TIPS

- 1) Have the potential volunteer come to your office to complete the application
- 2) Convince potential volunteers that there is no education level requirement..we just require that they have a love for children
- 3) Keep a PSA running continuously on cable TV, radio, Community Calendars, in newspapers, or any local media
- 4) Make presentations at colleges with focus on law students, nurses, criminal justice department
- 5) When you advertise your trainings, add a statement that you need ___ number of volunteers to represent our children in courts
- 6) Set up as many presentation as you can with civic organizations, schools, community colleges
- 7) Word of mouth—"tell a friend"
- 8) When you are talking with prospective volunteers, discuss the fact that the GAL Program expects accountability, living your word, integrity, and confidentiality.

Top 10 Motivational/Helpful Tips for VISTA's

- 1) Compromise...be flexible
- 2) Dress for success..we are representing the GAL Program which is part of the court system so dress professionally
- 3) First impressions always matter and remember, you are the first impression these potential volunteers, civic organizations, businesses, and community leaders have of the GAL Program.
- 4) We might think we have a better way of doing something, but your supervisor has the final say as to how we do it.
- 5) Be open to answering the phone occasionally at the GAL office because that is a way of learning your volunteers, how the program works and being involved in all aspects of the GAL Program.
- 6) Our VISTA manual tells us our volunteer VISTA assignment is not a 9-5 job. What this means is that we are willing to work flexible hours to promote the Gal Program in the community.
- 7) Always have a positive attitude since we're here to learn from the experienced District

Administrators and staff members...it is about your way of being.

- 8) Be a Team Player at all times
- 9) Never let a day go by that you do not learn something.
- 10) R = Rapport – always have a good rapport with everyone you come in contact
E = Everyone – love everyone but most importantly, love yourself
S = Serve – we chose to be a VISTA member to serve and give back
P = Peers – respect our peers at all times
E = Enjoy – enjoy your work everyday
T = Treasure – treasure this time as a VISTA member, and it will be a rewarding experience

**LOOKING AHEAD.....**

- Regional VISTA Meet & Greet Meetings are being planned. Stay tuned!

THINK SPRING AND



SUMMER!!

