

# Literacy Leadership 2020-21 Early Service Training



## Live webinars

Individuals with a \* are AmeriCorps, VISTA, Peace Corps or other service year alums

### Monday, August 17

Time	Topic	Speakers
9:00am	Welcome & Introductions	<ul style="list-style-type: none"> <li>Eric Nesheim*, <i>Executive Director</i></li> <li>Meghan Paul-Cook*, <i>National Service Director</i></li> </ul>
9:30am	Why Literacy Matters	<ul style="list-style-type: none"> <li>Rob Podlasek*, <i>Training Director</i></li> </ul>
10:30am	Literacy Minnesota Staff Panel & Professional Development	<ul style="list-style-type: none"> <li>Stephanie Lewis*, <i>2019-20 VISTA Leader</i></li> <li>Yixiu Chen*, <i>Learning Centers Manager</i></li> <li>Ebyan Abdulle, <i>Parent Mentoring Manager</i></li> <li>Kelly Rynda*, <i>Hotline &amp; Volunteer Support Specialist</i></li> <li>Susan Wetenkamp-Brandt, <i>Education Technology &amp; Digital Literacy Senior Manager</i></li> <li>Theresa Sladek, <i>Northstar and Career Pathways Specialist</i></li> <li>Sarah Cafilisch, <i>Major Gifts Officer</i></li> </ul>
11:30am	Community Building: Life in a Bag	<ul style="list-style-type: none"> <li>Hiba Al Hasnawi, <i>2020-21 VISTA Leader</i></li> <li>Grant Two Bulls, <i>2020-21 VISTA Leader &amp; current VISTA at Hopewell Music Cooperative North</i></li> </ul>

### Tuesday, August 18

Time	Topic	Speakers
9:00am	VISTA Assignment Descriptions (VADs): Getting Started	<ul style="list-style-type: none"> <li>Meghan Paul-Cook*, <i>National Service Director</i></li> </ul>
10:30am	Black Lives Matter	<ul style="list-style-type: none"> <li>Christian McCleary*, <i>Open Door Learning Centers &amp; St Paul Community Literacy Consortium Program Assistant</i></li> </ul>
11:30am	Community-Building: Beyond the VAD	<ul style="list-style-type: none"> <li>Hiba Al Hasnawi, <i>2020-21 VISTA Leader</i></li> <li>Grant Two Bulls, <i>2020-21 VISTA Leader &amp; current VISTA at Hopewell Music Cooperative North</i></li> </ul>

# Literacy Leadership 2020-21 Early Service Training



## Friday, August 21

Time	Topic	Speakers
9:00am	Diversity, Equity and Inclusion at Literacy Minnesota & Affinity Groups Workshop	<ul style="list-style-type: none"> <li>Abby Sunde*, Board of Directors Member, and Emergency Services Coordinator at Interfaith Action of Greater Saint Paul</li> </ul>
10:30am	Returning VISTAs Panel	<ul style="list-style-type: none"> <li>Courtney Zaato*, National Service Coordinator</li> <li>Hiba Al Hasnawi, 2020-21 VISTA Leader</li> <li>Grant Two Bulls, 2020-21 VISTA Leader &amp; current VISTA at Hopewell Music Cooperative North</li> <li>Sara Hathaway, Neighborhood House</li> <li>Emma Beahler, English Learning Center</li> <li>Andy Francis, Literacy Minnesota</li> <li>Srija Chatterjea Sen, Minnesota Youth Story Squad</li> </ul>
11:30am	Online Coursework Discussion & Final Questions	<ul style="list-style-type: none"> <li>Meghan Paul-Cook*, National Service Director</li> </ul>

Self-directed online coursework: <https://online.themlc.org> (username and password were emailed to you)

We suggest working on the coursework in the following order, but online coursework can be completed in any order any time before Friday, August 21, 9am.

## Wednesday, August 19

- Indigenous Lives in Minnesota: Seeing White, Little War on the Prairie (podcast, 60 minutes)
- Black Lives in Minnesota: Jim Crow of the North (video, 60 minutes)
- Navigating Your Service Year (videos, approximately 45 minutes)

## Thursday, August 20

- Living and Serving in Times of COVID (videos, approximately 45 minutes)
- Things To Know: Policies and Procedures (videos, approximately 45 minutes)
- Immigrant Lives in Minnesota (Journeys stories, VISTA choice, approximately 60 minutes)

# Literacy Leadership 2020-21 Quick Guide



Key Contacts	Websites
<p><b>Meghan Paul-Cook</b>, National Service Director <a href="mailto:mpaulcook@literacymn.org">mpaulcook@literacymn.org</a> 651-251-9069</p> <p><b>Courtney Zaato</b>, National Service Coordinator (Training &amp; Support) <a href="mailto:czaato@literacymn.org">czaato@literacymn.org</a> 651-251-9151</p> <p><b>Jauston Campbell</b>, National Service Coordinator (Recruitment &amp; Communications) <i>Starting 8/31/20:</i> <a href="mailto:jcampbell@literacymn.org">jcampbell@literacymn.org</a> 651-251-9093</p> <p><b>Hiba Al Hasnawi</b>, 2020-21 VISTA Leader <a href="mailto:halhasnawi@literacymn.org">halhasnawi@literacymn.org</a> 651-251-9107</p> <p><b>Grant Two Bulls</b>, 2020-21 VISTA Leader <i>Starting 9/2/20:</i> <a href="mailto:gtwobulls@literacymn.org">gtwobulls@literacymn.org</a> 651-251-9088 <i>Through 9/1/20:</i> <a href="mailto:grant@hopewellmusic.com">grant@hopewellmusic.com</a></p>	<p><b>Literacy Minnesota VISTA Portal:</b> <a href="http://www.literacymn.org/vista-portal">www.literacymn.org/vista-portal</a> username: mlcvista password: literacy</p> <p><b>National AmeriCorps VISTA Program:</b> MyAmeriCorps: <a href="https://my.americorps.gov/mp/login.do">https://my.americorps.gov/mp/login.do</a> National Service Hotline: <a href="https://questions.nationalservice.gov">https://questions.nationalservice.gov</a> VISTA Member Support Unit: 1-800-942-2677 National Service Trust Office (Education Award): 1-888-507-5962 VISTA Campus: <a href="https://www.vistacampus.gov/">https://www.vistacampus.gov/</a> IMGlobal (Healthcare allowance &amp; Telehealth): <a href="https://americorpsvista.imglobal.com/index">https://americorpsvista.imglobal.com/index</a></p> <p><b>Literacy Minnesota Employee Assistance Program (for VISTA members)</b> <a href="https://www.hpeap.com">https://www.hpeap.com</a> password: hpeap</p> <p><b>PayChexFlex (for VISTA paystubs &amp; tax forms)</b> <a href="http://www.paychexflex.com">www.paychexflex.com</a> See VISTA Portal for log-in instructions</p>

## Benefits Highlights

- **Leave time:** 10 sick days + 10 vacation days; up to 5 days emergency leave on request
- **Outside employment:** part time allowed with approval from supervisor and Literacy Minnesota (form required)
- **Education:** part time classes allowed with approval from supervisor and Literacy Minnesota (form required)
- **Living allowance:** \$513.94 biweekly (pre-tax)
- **End of service:** Education Award - \$6,195; OR Cash Stipend - \$1,803
- **Teleservice reimbursement:** \$25 per month (\$300 per year) (internet, phone, video conference subscription, equipment) (form & receipts required)
- **CSA Produce shares:** Free, farm fresh produce during summer and fall harvest seasons
- **Professional development:** \$150 towards professional development (form required)
- **Training:** Literacy Leadership monthly VISTA member training days are required
- **Mileage/public transit** for meetings/events required by Literacy Minnesota is reimbursed by Literacy Minnesota (form required)
- **Mileage/public transit** for meetings/events required by host site is reimbursed by host site (form required)