



**Ohio AmeriCorps
New Program Director and Staff Training
August 22, 2012
9:00 am- 4:00 pm**

**Rhodes State Office Tower, Room 420
30 E. Broad Street
Columbus, Ohio 43215**

- 9:00 a.m. Welcome – Bill
- 9:05 a.m. Introduction to National Service/AmeriCorps – Mary
- 9:15 a.m. CNCS and Ohio AmeriCorps Provisions Review – Ingyr, Mary and Nadine
- Member Enrollment and Refill Policy
 - Background Checks
 - Member Activities
 - Media
- 10:15 a.m. Financial Management and Reporting– Lisa
- Provisions ; PER
- 11:30 a.m. Lunch
- 12:30 p.m. Compliance – Ingyr
- Site and Monitoring Visits
- 1:15 p.m. Member Experience & Member Management – Nadine and Ingyr
- Esprit de Corps
 - Justice Talking
 - Inclusion
 - National Days of Service
 - Member Management and Documentation; Member Timesheets
- 2:15 p.m. Performance Measure and Reporting Progress - Mary
- Entering performance measures and reporting progress; OnCorps
- 3:15 p.m. Best Practices and Resources for Program Management – All
- ServeOhio staff, Commissioners and website
 - CNCS Website and Resources
 - Ohio AmeriCorps programs
 - AC List serve
- 3:45 p.m. Final Thoughts; Questions – Mary

ADDITIONAL INFORMATION – Directions, Parking and Lunch

Directions to the Rhodes Tower

[Click here for driving directions to the Rhodes Tower](#) at 30 East Broad Street, Columbus, Ohio 43215.

Parking

There is ample parking in the downtown area. The closest parking option is under the Statehouse which is connected to the Rhodes Tower through an underground walkway. [Click here for parking information at the Statehouse.](#)

[View this map of additional parking garages and surface lots in the downtown area.](#)

Finding Room 420

Security will search your bag(s) upon entering the Rhodes Tower. Take the East (on the far right as you enter the building) corridor of elevators to the 4th floor. Follow the signs to room 420

Lunch

Lunch will be on your own at 11:30 a.m. for an hour. There is a cafeteria in the basement of the Rhodes Tower as well as two snacks bars on the 18 and 29 floors. There are numerous eateries within walking distance. [Visit this website for a list of local restaurants within in walking distance of Rhodes Tower.](#)