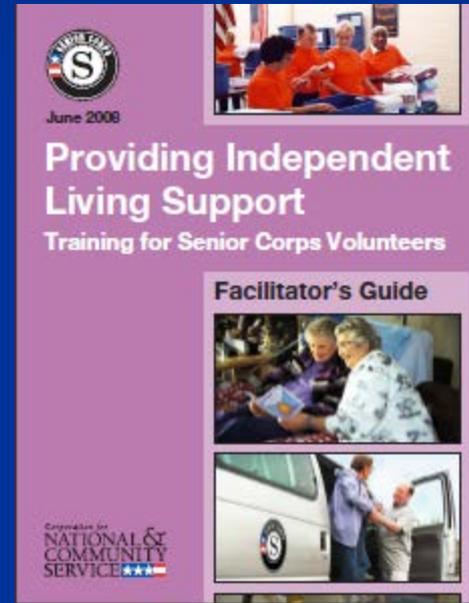
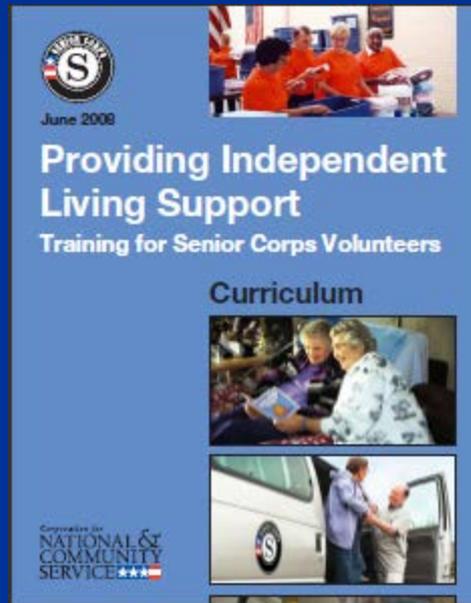


# INDEPENDENT LIVING RESOURCES FOR VOLUNTEER TRAINING



*CNCS Senior Corps Programs*  
Independent Living Curriculum and Facilitator's Guide

# LEARNING OBJECTIVES

1. Become aware of and understand the Independent Living Curriculum and Facilitator's Guide.
2. Learn about the Volunteer Training Plan Process and resources.
3. Consider how to use training modules, volunteer training resources and identify next steps for training.

# PURPOSE OF THE CURRICULUM & FACILITATOR'S GUIDE

- Standardized, easy-to-use curriculum for training volunteers in independent living services
- Creative training strategies for adult learners
- Adaptable, “stand alone” modules
- Tips and strategies for group facilitation
- End result: support volunteers and improve the quality of independent living services

# HOW THE CURRICULUM CAN SUPPORT TRAINING

- ☆ Enhance or supplement content of current training
- ☆ Integrate new components into existing training
  - Interactive exercises to enhance adult learning
  - Opportunities for reflection and next steps

# WHAT ARE THE MODULE TOPICS?

1. Types of Independent Living Services
2. Becoming an Effective Care Partner  
(Benefits to Volunteers)
3. Understanding the Physical, Emotional, and Social Challenges
4. Effective and Respectful Communications
5. Understanding Dementia
6. Paying Attention to Body Language
7. Home Safety
8. Helping Clients Improve Quality of Life

# WHAT DO THE MODULES INCLUDE?

60-75 minute workshop that includes:

- Warm-up activity
- Key content information (brief lecture)
- Exercise for skill development
- Worksheet for reflection
- List of additional resources
- Facilitator tips throughout
- Feedback survey

# WHAT ARE THE FACILITATOR'S GUIDE TOPICS?

Ch. 1: Logistics

Ch. 2: Adult Learning, Training Techniques  
and Application

Ch. 3: Group Management

Ch. 4: Training Evaluation and  
Self-Assessment

# WHAT DO THE FACILITATOR'S GUIDE CHAPTERS INCLUDE?

- Frequently Asked Questions format to help you quickly find answers.
- Includes tips, strategies, and ways to work with a variety of different types of group participants.
- Geared toward the needs of new facilitators.

# WHERE ARE THESE RESOURCES?

<http://nationalserviceresources.org/indep-living-training-curriculum>

The screenshot shows a Windows Internet Explorer browser window displaying the 'Resource Center' page for the 'Independent Living Training Curriculum'. The page header includes the title 'Resource Center' and the tagline 'Tools and training for volunteer and service programs', along with the logo for the Corporation for National & Community Service. The main content area is titled 'Independent Living Training Curriculum' and provides an overview of the program, including a description of the curriculum and a list of downloadable resources. The left sidebar contains navigation options such as 'Site Search', 'Browse topics', and 'Select resource type'.

**Resource Center**  
Tools and training for volunteer and service programs

Corporation for NATIONAL & COMMUNITY SERVICE

Home About the Center Call us at 800-860-2684 toll free Need Help?

You are here: Home > Independent Living Training Curriculum

## Independent Living Training Curriculum

*Providing Independent Living Support: Training for Senior Corps Volunteers* was developed to provide a standardized and easy-to-use training curriculum for Senior Corps' Senior Companion and RSVP project directors who have volunteers delivering independent living services to seniors, to enhance the services delivered by the volunteers. The curriculum meets the need for creative and practical strategies and ideas that volunteers delivering independent living services can adapt when serving their own clients.

*Providing Independent Living Support: Training for Senior Corps Volunteers* consists of the curriculum (eight workshop modules) and accompanying Facilitator's Guide. The Facilitator's Guide is designed to support the facilitation of the workshop modules in the curriculum. You are encouraged to use both documents when preparing for and conducting the workshop modules.

### Curriculum

Each of the eight workshop modules is organized as a 60-75 minute session. These workshops can be conducted individually or in combination of two or more. The module topics are presented as follows but do not need to be implemented in this order:

**Download the complete guide and curriculum:**

- **Facilitator's Guide: Complete guide (PDF - large file)** (including cover) and **handout worksheets and forms (DOC)**
- **Complete Curriculum: Complete curriculum (PDF - large file)** (including cover, introduction, table of contents, and all modules with handouts, but not PowerPoint slides)

**Or, download the individual modules:**

- **Curriculum cover, introduction and acknowledgements (PDF)**
- **Curriculum table of contents (PDF)**
- **Module 1: Types of Independent Living Services Delivered by Volunteers**
  - Complete facilitator's notes and handouts (PDF)
  - Handout worksheets and forms (DOC)
  - PowerPoint slides (PPT)
- **Module 2: Becoming an Effective Care Partner: Helping Volunteers Recognize Benefits to Themselves**

# VOLUNTEER TRAINING PLAN

■ What?

■ How?

■ Why?

*Home page*

## Using the Independent Living Curriculum and Planning Volunteer Training For Senior Corps Programs Providing Independent Living Services

Volunteer training and support increases the preparedness and professionalism of volunteers. The curriculum, [Providing Independent Living Support: Training for Senior Corps Volunteers](#), and training plan process described below are designed to assist Senior Companion (SCP) and RSVP project directors and volunteer station managers train volunteers that provide independent living services to frail seniors and persons with disabilities.

Both the curriculum and training plan process were developed with the assistance of Senior Corps project directors. To learn more, click here: [About the Curriculum and Training Plan Process](#) (PDF).

The volunteer training plan process offers several components to help you develop a strong plan, however, if you are ready to develop your plan and schedule, jump right into Component 3 to review the modules and Component 5 to develop your training plan.

### Component 1: Training Requirements

Review the basic volunteer training requirements for SCP and RSVP programs.

[SCP Volunteer Training Requirements](#)

[RSVP Volunteer Training Requirements](#)

### Component 2: Preparation

Use this worksheet to help you consider the training needs of different volunteers and how/where the training should be conducted.

[SCP Preparation Worksheet](#) (DOC)

[RSVP Preparation Worksheet](#) (DOC)

### Component 3: Independent Living Curriculum and Facilitator's Guide

Review the curriculum to determine which modules are appropriate for your group of volunteers. Check the Facilitator's Guide for tips on logistics, managing groups and training adult learners.

[Providing Independent Living Support: Training for Senior Corps Volunteers and Facilitator's Guide](#)

### Component 4: Training Content and Resources

Prioritize training topics and think about who might facilitate or contribute to the training.

[Other Training Content and Resources](#)

### Component 5: Volunteer Training Plan and Schedule

Use this form to pull your information together into a volunteer training plan and schedule. ~~Fill out the quarter or the whole year.~~

[SCP Plan/Schedule Format](#) (DOC)

[RSVP Plan/Schedule Format](#) (DOC)

# WHY IS IT IMPORTANT TO PLAN VOLUNTEER TRAINING?

Consistent and quality training improves:

- Volunteer performance and retention
- Quality of service to clients
- Sustainability of services
- Project functioning and impact

# WHAT DOES THE VOLUNTEER TRAINING PLAN INCLUDE?

- Training Requirements
- Preparation
- Curriculum/Facilitator's Guide
- Training Content and Resources
- Volunteer Training Plan/Schedule
- Training Agenda

# WHERE ARE THESE RESOURCES?

<http://nationalserviceresources.org/indep-living-training-plan>

## Resource Center

Tools and training for volunteer and service programs

Corporation for NATIONAL & COMMUNITY SERVICE

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You are here: [Home](#) > [Using the Independent Living Curriculum and Planning Volunteer Training](#)

### Using the Independent Living Curriculum and Planning Volunteer Training

For Senior Corps Programs Providing Independent Living Services

Volunteer training and support increases the preparedness and professionalism of volunteers. The curriculum, **Providing Independent Living Support: Training for Senior Corps Volunteers**, and training plan process described below are designed to assist Senior Companion (SCP) and RSVP project directors and volunteer station managers train volunteers that provide independent living services to frail seniors and persons with disabilities.

We welcome your feedback on the curriculum and training plan process: [Comments/Feedback](#).

Both the curriculum and training plan process were developed with the assistance of Senior Corps project directors. To learn more, read [About the Curriculum and Training Plan Process \(PDF\)](#).

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Use this worksheet to help you consider the training needs of different volunteers and how/where the training should be conducted.

#### Using the Independent Living Curriculum

- [Home](#)
- [Senior Companion Training Requirements](#)
- [RSVP Training Requirements](#)
- [Independent Living Curriculum and Facilitator's Guide](#)
- [Other Training Content and Resources](#)
- [Plan/Schedule Samples](#)
- [Developing an Individual Training Agenda](#)
- [Promising Practices for Volunteer Training](#)

**site Search**  
search tips >  
search

**Browse topics**

- Service Activities
- Volunteer, Member and Staff Management
- Program, Financial and Grant Management
- Resources for Specific Groups

**Select resource type**

- Effective practices
- Online courses
- Lending library
- Samples from the field
- E-newsletters
- E-mail discussion lists
- Calendar of events

# RESOURCES

- **The Resource Center**

<http://www.nationalserviceresources.org>

- **Curriculum and Facilitator's Guide:**

[http://www.nationalserviceresources.org/  
indep-living-training-curriculum](http://www.nationalserviceresources.org/indep-living-training-curriculum)

- **Volunteer Training Plan Process:**

[http://www.nationalserviceresources.org/  
indep-living-training-plan](http://www.nationalserviceresources.org/indep-living-training-plan)

# QUESTIONS? COMMENTS?

- Claudia Birmingham, Coordinator  
(650) 373-4963  
[cbirmingham@jbsinternational.com](mailto:cbirmingham@jbsinternational.com)
- Anna Marie Schmidt  
(650) 373-4909  
[aschmidt@jbsinternational.com](mailto:aschmidt@jbsinternational.com)