

Senior Corps Work Plan SAMPLE

Work Plan Name: Adult Education and Literacy – Sample 1 (RSVP)	Work Plan ID: STC01075
Issue Area: Education	Total # Stations: 2
Service Category: Adult Education and Literacy	Total # Volunteers: 30
<p>Community Need:</p> <p>In Shelbyville, Louisiana, it is estimated that 32 percent of adults function at the lowest level of literacy, making it difficult to do things such as read a bus schedule, complete a bank deposit slip, help children with homework, or identify the major points of a short news article (Shelbyville Literacy Council, 2003). Poor reading ability can be a source of embarrassment and a roadblock to reaching educational, employment, and personal goals. Individuals who perform poorly on literacy tests typically have had fewer years of education (less than a high school diploma), earn less money, and have higher rates of unemployment (National Center for Family Literacy, 2003). For many of these adults, improved literacy is a necessary first step toward enhancing other aspects of their lives.</p> <p>To help Shelbyville residents improve their literacy skills, the Shelbyville Public Library will provide a literacy program for adults. RSVP volunteers have been asked to assist as tutors.</p>	
<p>Service Activity:</p> <p>RSVP volunteers will tutor at least 100 adults one-on-one in reading at the Shelbyville Public Library. Adult students will each be tutored at least three hours per week for six months. Using individual reading level-appropriate curriculum that is centered around real-world scenarios, RSVP volunteer tutors will help adult students build “print skills” (phonemics, word recognition, spelling, reading rate and fluency) and “meaning skills” (word meaning or vocabulary, background knowledge, and silent reading comprehension). RSVP volunteer tutors will also help adult students set personal literacy goals, such as achieving a passing score on the GED practice exam; researching public library or Internet resources; enrolling in higher education courses; qualifying for vocational training programs or a job promotion; helping children with schoolwork, etc.</p>	
<p>Anticipated Input:</p> <p>30 RSVP volunteers will serve at two Shelbyville Public Library branches for 10 hours per week, for a total of 14,400 volunteer hours over the year. At least 100 adult students, recruited by or referred to the Shelbyville Public Library, will be served over the year.</p> <ul style="list-style-type: none"> ▪ Space and instructional materials will be provided by the Shelbyville Public Library. ▪ An intensive two-day training workshop is provided through the library by two professional reading teachers. ▪ Ongoing instructional support and supervision for volunteer tutors is provided by trained library staff. ▪ Evaluation/reading assessments of student progress will be conducted and assessed by a professional reading teacher. 	

<p>Anticipated Accomplishments/Outputs: Adult students receive one-on-one tutoring.</p> <p>Indicator: Number of adult students who receive at least 72 hours of one-on-one tutoring over six months (12 hours per month)</p> <p>Target: One hundred adults will receive at least 72 hours of one-on-one tutoring from RSVP volunteers over a period of six months.</p> <p>How Measured? <i>Reading Tutoring & Accomplishment Log</i></p>
<p>Anticipated Intermediate Impact/Outcome: Adult students show improvement in reading ability.</p> <p>Indicator: Percent of students receiving at least 72 hours of one-on-one tutoring who increase TABE scores by at least 20 percent from their baseline test score</p> <p>Target: Sixty percent of adult students who receive at least 72 hours of one-on-one tutoring improve reading scores by at least 20 percent from their baseline test score.</p> <p>How Measured? Test of Adult Basic Education (TABE) reading test, administered to each adult student upon enrollment and again after six months</p>
<p>Anticipated End Impact/Outcome: Adult students achieve a personal literacy goal.</p> <p>Indicator: Percent of adult students receiving at least 72 hours of one-on-one tutoring who achieve at least one personal literacy goal (e.g. enrolling in a higher education course, helping children with homework, qualifying for a job promotion, researching a topic on the Internet, etc.) within six months of enrollment</p> <p>Target: Fifty percent of adult students receiving at least 72 hours of one-on-one tutoring achieve at least one personal literacy goal within six months of enrollment.</p> <p>How Measured? <i>Reading Tutoring & Accomplishment Log</i></p>