



## MEMBER DEVELOPMENT/TRAINING PLAN POLICY

NOTE: All member training hours should be recorded on the monthly time log as member hours and approved by their supervisor.

### What is Member Development/Training Hours?

Up to twenty percent (20%) of a CAC member's service hours can be spent (but is not required) on striving to achieve service-related training goals that would benefit their term of service at their current service site. The College Access Corps (CAC) program encourages members to strive for goals that would help a member develop their ability to better serve their community and/or current service site. **NOTE: All training hours must be approved by the member's site supervisor and must not have a detrimental effect on member's ability to coordinate their College Access Corps program.**

### Some examples of member development activities include:

- All trainings provided by Washington Campus Compact and/or CNCS can count towards Member Development/Training hours for a member.
- Any trainings, reflections, an elective class, symposiums, workshops, in-service trainings, presentations, etc. that will help a member better serve their community.
- Learning a new language in order to better serve at service site.
- Expanding network through developing networking skills working with area non-profits and/or government agencies.
- To take a class in website design so as to help service site with their website development, implementation, and/or involvement in peer training.
- Reflecting on a member's service and providing a "Great Story".
- Take an intercultural communication class so as to work more effectively with recent immigrants at service site.
- Time spent in workshops at a professional conference.
- Any kind of computer class such as Excel, Access, Dreamweaver, etc. that would benefit a member's work at their service site.

**NOTE: Classes a member may be taking as part of an academic program cannot count as member service hours.**