



AmeriCorps Member Training and Education Requirements

Members are required to receive certain trainings and support services during their AmeriCorps term. Since all members are required to receive training, members with zero training hours listed will raise concerns in member monitoring. No more than 20 percent of the aggregate of all AmeriCorps member service hours in your program, as reflected in the member enrollments in the National Service Trust, may be spent in education and training activities.

Please see these sources for reference:

- [45 CFR 2520.50](#)
- [45 CFR 2522.100](#) - (g)(2), (i),(j); (k)(1) (k)(2)
- [AmeriCorps State National Policy FAQs \(C.2\)](#)
- AC IV
- Terms and Conditions in Your AmeriCorps State Contract

Tutoring

If members are engaged in tutoring, please ensure the requirements in [45 CFR 2522.900-950](#) are met.



AmeriCorps Member Training and Benefits Checklist

Required Training for Pre – Service

- Training relevant to field of service
- Background info on community served
- Orientation that enhances member security and sensitivity to the community
- Details outlined in the Member Service Agreement including:
 - Member rights and responsibilities
 - Standards of Conduct
 - Prohibited Activities (including those specified in regulation)
 - Requirements under the Drug Free Workplace Act
 - Suspension and termination from service
 - Grievance procedures
 - Sexual Harassment
 - Other non-discrimination issues
 - Other topics as necessary (i.e. HR/Organizational/Program Trainings)

Recommended Member Training for Pre-Service

- AmeriCorps 101:
 - History of Service in America
 - The AmeriCorps Network
 - Ethic of service
- Performance measures and how to collect data
- Program operating policies
 - Living allowance
 - Benefits (see below)
 - Timesheets (signed by member AND supervisor)
 - Making up missed service hours
 - Safety protocol
 - Travel Policies
 - Expense reimbursement
- Staff and member roles (Volunteer-Member-Staff Exercise: Training Handbook)
- Recruiting and supervising volunteers
- Diversity and cross-cultural sensitivity
- Teambuilding (do throughout program year)
- CPR/First Aid (and other Disaster Preparedness and Response)
- Volunteer TN Statewide Events info



AmeriCorps Member Training and Benefits Checklist

Required Member Training for In-Service

- Structured opportunities for reflection on service activities
- Encouragement for Eligible Participants to register to vote prior to completing their term
- Support services to participants who are completing a term of service and making the transition to other educational and career opportunities
- Support for participants who are school dropouts in order to assist them in earning the equivalent of a high school diploma

Recommended Member Training for In-Service

- Citizenship training (see resource sheet)
- Conflict Resolution
- Financial Management
- Life After AmeriCorps
 - Goal setting
 - Resume Writing
 - Job searching/interview skills (etc.)
- Effective Communication
- Accommodation of Persons with disabilities
- Stages of Group Dynamics
- Personality Styles/work Styles
- Member Recognition



AmeriCorps Member Training and Benefits Checklist

Required Member Benefits – In-Service

- Living allowance— (Required for full-time only)
 - Paid in regular increments only during period of service
- Health care coverage— (full-time only and half-time serving in full-time capacity)
- Childcare—(full-time only, income requirements)
- Occupational accidental death and dismemberment insurance— (Worker’s Comp)
- Family and Medical Leave
- Member service gear
- Time to Vote
- Credit for jury duty— (credit for normal service hours only)
- Credit for armed forces reserves two-week activity duty— (Credit for normal service hours only and only if can’t be scheduled when it won’t disrupt AmeriCorps service. No credit for once-a-month weekend service.)
- Reasonable accommodation—(member must disclose disability and request accommodation)

Required Member Benefits – Post-Service

- Segal AmeriCorps Education Award— (Pending on successful completion of the program)

Other Available Benefits – In-Service

In-Service

- Food stamps (income dependent)
- Student loan forbearance for qualified loans (member must request forbearance)

Other Available Benefits – Post-Service

- Education award info, including matching of education award at certain colleges and universities —
 - www.nationalservice.gov/programs/ameri-corps/segal-ameri-corps-education-award
- Student loan interest accrual payment— (member must submit interest payment form)
- Alumni network (www.americorpsalums.org)