



St. Cloud Area Volunteer Coordinators Present...

# SCAVC Spring Training

Tuesday, June 13th, 2017

9:00am—3:15pm

Training Location:

St. Cloud State University—Welcome Center  
355 5th Ave S.  
St. Cloud, MN 56301

**There is parking in each of the SCSU Welcome Center’s two parking garages. This is first come, first serve at \$1/hour. You can pay this fee at the Welcome Center’s front desk. Maps are attached to this document.**

Training Schedule: (see next page for session descriptions)

- 8:30-8:55.....Registration
- 8:55-9:00.....Welcome & Instructions
- 9:00-9:50.....Key Note Speaker (“Bounce Back Project”)
- 10:00-10:50....Breakout Session 1 & 2 (“Using Excel in your Volunteer Program” or “Critical Conversations”)
- 11:00-11:50....Breakout Session 3 & 4 (“Proper Client Documentation...” or “If I were a Grant, What Kind...”)
- 11:50-1:00.....Lunch & Networking
- 1:00-1:50.....Breakout Session 5 & 6 (“Engaging High School Volunteers...” or “All Together, Not All the Same”)
- 2:00-2:50.....Breakout Session 7 & 8 (“Engaging Job Seekers as Volunteers” or “Mental Health First Aid”)
- 2:50-3:15.....Wrap Up

Training Cost:

- SCAVC Member..... FREE!
- MAVA Member..... \$25.00
- General Public..... \$30.00 for individual  
\$40.00 for group up to 3 people

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## SCAVC Spring Training Registration Form:

(Please cut off registration section and mail to address listed below)

**Registration Deadline if ordering lunch—Thursday, June 8th, 2017**

Name: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Step One: Training Cost**

- I am a....
- \_\_\_ SCAVC Member = FREE!
- \_\_\_ MAVA Member = \$25.00
- \_\_\_ General Public = \$30.00 for individuals  
\$40.00 for group (**up to 3**)

**Step Two: Lunch Option—Pacific Wok**

- \_\_\_ No, I will provide my own lunch.
- \_\_\_ Yes! I would like to order lunch!  
(Select Meat below)
- Lunch will include: Your choice of meat (listed below), white rice, mixed vegetables, teriyaki sauce and a bottle of water (**cost of lunch must be paid by Monday, June 5th**)

**Please make all checks payable to: “SCAVC”**

**Mail registration to:**  
WACOSA  
Attn: Andrea Harrell, Volunteer Coordinator  
P.O. Box 757  
Waite Park, MN 56387

**All Training Fees must be included at the time of registration:**

Training Fee: FREE, \$25.00, \$30.00 or \$40.00  
Lunch (optional): \$8.00 or \$10.00

**Total Enclosed** \_\_\_\_\_

**For further information contact:**  
Andrea Harrell at (320)257-5188.

**Walk-Ins are welcome  
(No lunch option available).**

**If yes, please select your choice of meat below:**

- \_\_\_ Chicken (\$8.00)
- \_\_\_ Steak (\$10.00)

# SCAVC 2017 Spring Training

## Session Descriptions

### Keynote Speaker: Bounce Back Project

*Presenter: Melissa Pribyl, CentraCare Health, Monticello*

The Bounce Back Project's goal is to make our communities happier and healthier. Each of us goes through life's ups and downs. Bounce Back is about helping us to "bounce back" and feel more normal when life doesn't go as planned. It is about giving everyone in the community – young and old - a set of tools that are quick, easy and simple to use that are proven to help make you feel better faster. The tools focus on building resiliency and learning how to respond in a healthy way. It's not about avoiding stress, but rather, building good coping skills that we can use to deal with stressful situations.

Melissa has been a registered nurse since 1994 and has enjoyed many years of caring for patients in cardiology and emergency department settings. Her recent transition to Community Health and Wellness Specialist at CentraCare Health – Monticello has brought a new focus in which to practice nursing with passion and enthusiasm. Melissa completed her Master's Degree in Nursing Leadership and Management and thrives at working on big-picture projects. Being part of the Bounce Back Project has been a rewarding way to bring mental wellness and resiliency to the local community and healthcare members. After working the night shift for over 20 years, Melissa knows all about the need to be resilient. She lives in Monticello with her husband and two sons, who keep her very busy watching various sporting events. She loves to read when she gets a chance, spend time laughing with family and friends, and does the high kick on special request.

### Breakout Session 1: Using Excel in your Volunteer Program

*Presenter: Bob Bruce, Trista Technology, LLC*

Bob Bruce is a Twin Cities SharePoint/Office 365 Business Architect who has a passion for making teams and individuals more effective with technology. He has expert level skills in the Microsoft Office suite of products including SharePoint, and is an Excel 2013 Microsoft Certified Expert. Bob has logged thousands of hours as a software trainer, and is energized by the prospect of improving student skills and knowledge. He practices what he teaches; many of the solutions he has developed and implemented have been for his own teams in IT, engineering, marketing, sales, and operations. Bob solves business problems at all levels of an organization from the board and executive team to work groups on the factory floor. His roles span from Business Analyst/Business Architect to developer/trainer.

### Breakout Session 2: Critical Conversation

*Presenter: Barb Jochum, The Village Family Service Center*

This session will focus on techniques for volunteer managers/supervisors to be able to have critical conversations with volunteers (and staff). How do you address a person who is speaking inappropriately to a client? What do you say to someone at work who is freely sharing political/social opinions and making others uncomfortable? How do you handle the person who is always late to work? How do you both support and hold accountable someone with a mental/physical health issue that is impacting their work? This session will help you learn how to de-escalate potentially stressful situations/conversations and protect you, the agency, and the integrity of the volunteer/staff member.

Barb earned her Ph.D. in Clinical Social Work from the Institute for Clinical Social Work in Chicago, IL. Her Master's degree was also in social work and earned from the University of St. Thomas/St. Catherine's dual program. Barb is trained from a psychodynamic view point and utilizes mindfulness based techniques to assist clients. Barb currently works independently doing consultation services, life coaching, and clinical supervision. She is also an adjunct professor at local higher education institutions.

### Breakout Session 3: Proper Client Documentation from Volunteers

*Presenters: Prof. Gary Whitford-Holey, Social Work, SCSU*

This session is for practitioners/volunteer managers to learn how best to help volunteers (and staff) learn to ensure proper and necessary documentation about their work with clients. The presenter will demonstrate the importance of this to the volunteer/staff, the agency they work for/serve with, and ultimately, the client's well-being. If your volunteers/staff need to provide documentation about clients/their work – this is the session for you.

Dr. Gary Whitford Holey is a recently retired professor from St. Cloud State University, where he taught in the Department of Social Work for 22 years. During that time, he served as Department Chair, MSW Program Director, BSW Program Director, and BSW Field Education Director. Prior to his career at SCSU, Gary worked in the fields of youth development, pastoral ministry, hospital and school social work. Throughout his academic career, Gary focused on issues of anti-oppressive practice, anti-oppressive education, and LGBT aging.

### Break out Session 4: If I were a grant, what kind would I be?

*Presenter: Sandy Nadeau, Anna Marie's Alliance*

This session will explore everyone's favorite topic: grant writing! Sandy Nadeau has been writing grants for over 20 years, and yet, she continues. She will discuss the process of grant writing from research to submission. She hopes everyone will share the wild adventures of grant writing in this session and will take one or two tips with them.

### Lunch & Networking:

Pacific Wok will be delivered for those who ordered. There are also several restaurants within walking distance.

### Breakout Session 5: Engaging High School Volunteers: A Beginning Conversation

*Presenter: TBD*

Many of the area high schools are beginning to require service learning before students can graduate. This session will be an opportunity to discuss broadening your volunteer reach into the area high schools. This will be a session for both those who currently utilize high school age volunteers and those who would like to start the process. This will be an open discussion format.

### Breakout Session 6: All Together, Not All the Same

*Presenter: Joseph Rand, MN Extension Office*

In Minnesota, in a highly successful training called "All Together, Not All the Same," nearly 1,500 volunteers delved into diversity, inclusion, and cultural competency to learn to better engage and support diverse youth in their programs. While this training was targeted toward volunteer serving the 4-H program, it is useful to any organization that engages volunteers. Learner outcomes included 1) recognizing one's own cultural lens and how that lens impacts relationships with others and 2) learning strategies and gaining tools and skills to implement when working across difference in the program.

Joe Rand is an Extension Educator with the University of Minnesota Center for Youth Development. He has worked in the field of Youth Development for 13 years. Learn more about his work in Diversity and Inclusion at [joerand.weebly.com](http://joerand.weebly.com).

### Breakout Session 7: MAVA's Engaging Job Seekers as Volunteers

*Presenter: Andrea Harrell, WACOSA*

Job seekers are commonly advised to volunteer while job hunting. However, few resources are shared with leaders of volunteers on how to support job seekers as volunteers or how to recruit this wealth of volunteer potential. This session will focus on recruiting job seekers as volunteers and provide a tool kit for supporting job seekers as volunteers and helping them make the most of their volunteer experience.

### Break out Session 8: Mental Health First Aid

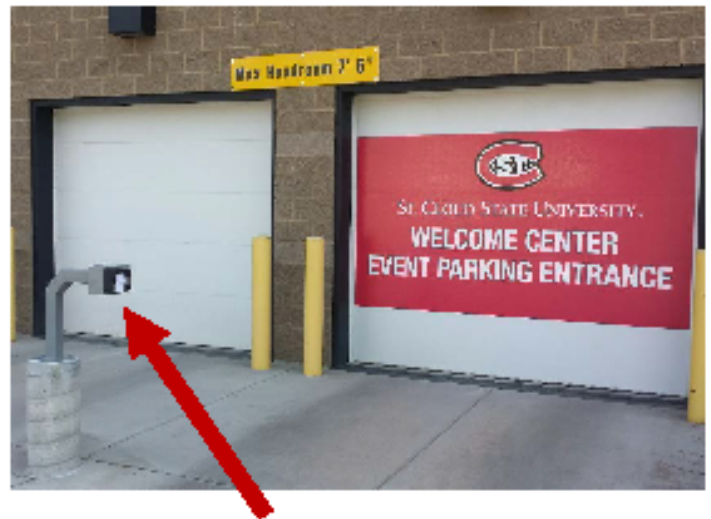
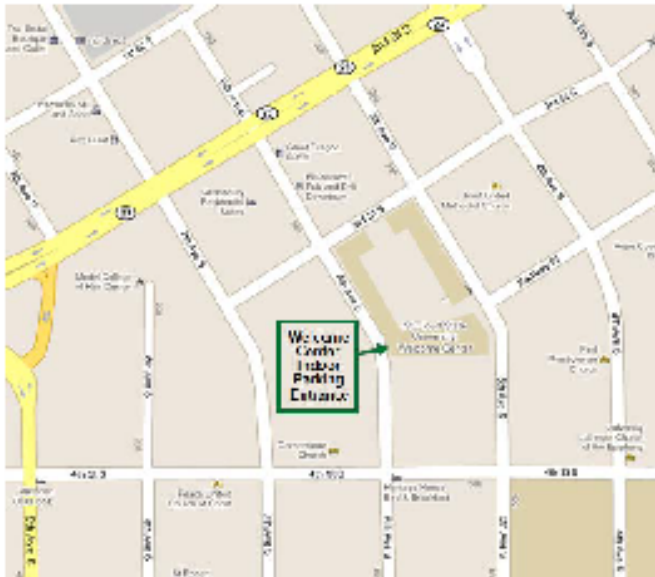
*Presenters: Jode Freyholtz-London, Wellness in the Woods*

Emotional health challenges impact 1 in 5 people in our community. Many community members do not know how to support individuals who are struggling. Introduction to Mental Health First Aid will offer participants the ability to recognize signs and symptoms of mental health challenges in community members and how to support them by using an action plan. Jode Freyholtz-London is the Executive Director of Wellness in the Woods, Minnesota's Statewide Mental Health Consumer Network. She lives in central, rural Minnesota and has worked in the mental health and human services field since 1977. She identifies a person with a lived experience of mental health struggles and thrives in her recovery by advocating for social and policy changes.

## Directions to the above ground parking garage at the St. Cloud State University Welcome Center

The Welcome Center address is 355 5<sup>th</sup> Ave. S, but the parking garage is accessed from 6<sup>th</sup> Avenue at the **southwest corner** of the building.

For assistance please call 320-308-6100 or 320-308-4252



**On the keypad, slowly enter CODE: 16136**

You will be able to enter the St. Cloud State University Welcome Center directly from the parking garage.

### Driving Directions:

#### From Minnesota Highway 23 / Division Street

- Turn south onto 5<sup>th</sup> Avenue and drive 1 block.
- Turn right onto 3<sup>rd</sup> Street and drive 1 block.
- Turn left onto 6<sup>th</sup> Avenue, drive one block. Entrance to the garage is on the left side of the street. Enter through the overhead garage doors at ground level.

#### From U.S. Highway 10

- Exit from U.S. Highway 10 to West Highway 23.
- Cross the Mississippi River on the Granite City Crossing Bridge.
- Turn left onto 5<sup>th</sup> Avenue South and drive 1 block
- Turn right onto 3<sup>rd</sup> Street and drive 1 block
- Turn left onto 6<sup>th</sup> Avenue, drive one block, and enter through the overhead garage door at the southwest corner of the building at ground level as shown in the photo above.

#### From I-94

- Take Exit 171 into St. Cloud.
- Drive north on Stearns County Road 75 for 3.5 miles.
- Turn right at the intersection of County Road 75 and Cooper Avenue.
- Follow the street as it turns to the right. This street becomes University Drive. Drive east on University Drive for about 13 blocks.
- Turn left on 9<sup>th</sup> Avenue South.
- Drive 6 blocks and turn right on 4<sup>th</sup> Street.
- Drive 3 blocks and turn left onto 6<sup>th</sup> Avenue. Entrance to the garage is on the right side of the street. Enter through the overhead garage doors at ground level.

# Directions to the underground parking garage at St. Cloud State University Welcome Center

The parking garage is accessed from 6<sup>th</sup> Avenue near the **southwest corner** of the building.

**On the keypad, slowly enter CODE: 16136**



## Driving Directions:

### From Minnesota Highway 23 / Division Street

- Turn south onto 5<sup>th</sup> Avenue and drive 1 block.
- Turn right onto 3<sup>rd</sup> Street and drive 1 block.
- Turn left onto 6<sup>th</sup> Avenue, drive one block, and enter through the underground garage door towards the southwest corner of the building as shown in the photo to the left.

### From U.S. Highway 10

- Exit from U.S. Highway 10 to West Highway 23.
- Cross the Mississippi River on the Granite City Crossing Bridge.
- Turn left onto 5<sup>th</sup> Avenue South and drive 1 block
- Turn right onto 3<sup>rd</sup> Street and drive 1 block
- Turn left onto 6<sup>th</sup> Avenue, drive one block, and enter through the underground garage door towards the southwest corner of the building as shown in the photo to the left

### From I-94

- Take Exit 171 into St. Cloud.
- Follows Stearns County Road 75 for 3.5 miles.
- Turn right onto Cooper Avenue.
- Follow the street as it becomes University Drive. Drive east on University Drive for about 14 blocks.
- Turn left on 9<sup>th</sup> Avenue for six blocks.
- Turn right onto 4<sup>th</sup> Street.
- Turn left onto 6<sup>th</sup> Avenue
- The underground garage entrance is located just past the Welcome Center garage door on the right side of the street as shown in the photo to the left.

- FOLLOW **PINK** SOUTH LOBBY SIGNS TO THE RIGHT AS YOU ENTER THE GARAGE
- CONTINUE TO THE RIGHT TO FIND THE ELEVATOR. CODE IS NEEDED TO ENTER LOBBY.
- TAKE THE ELEVATOR TO THE FIRST FLOOR SOUTH LOBBY
- AS YOU EXIT THE ELEVATOR INTO THE LOBBY TAKE THE GLASS DOOR TO YOUR LEFT INTO THE GARAGE.
- GO LEFT THROUGH THE GARAGE TO WELCOME CENTER ENTRANCE

**For assistance please call 320-308-6100 or 320-308-4252**