



PROGRAM DEVELOPMENT

Program Development for Mariposa Project Site

Each Intern is responsible for a final program which has been developed by the end of the pre-arranged time. The contracting site will consider where it is in its developmental phase and make suggestions to the Point of Contact (POC) as to what areas the Intern might consider and choose.

The first two weeks of the Interns experience will be to immerse oneself into the contracting site's culture and ask the critical questions needed to determine a direction for a possible program. The development criteria will consist of: benefitting the contracting site, meet a need of the site and determine how it can be maintained and sustained for years to come. The range of program development is limited only by the imagination, maintenance and the sustainability of the program. All Interns must have their program accepted by the POC and their university (if applicable). During the remaining weeks the Intern will be provided 6-8 hours of their work week for the development of the program. The development of the program will be reviewed weekly by the lead agency supervisor to assure it follows the development criteria.

The lead agency will have each completed program translated into Spanish within one month of the date of separation (DOS) of the Intern.

Examples of Program Development

Phase I	Phase II
Fundraising Training Manual for Staff and Volunteers	Sustaining Administrative Positions - Not for Profit Groups
Youth Job Search Guide & Resource	Basic Finances for Children
Contracting with Community Partners	Development of Books for Children's Self Esteem

Low Cost Art Projects for Volunteers	Communicating with Foreigners for Business Purposes
Community Resource Development	Heal Your Heart through Dance
I Can Write!: Book, Journal or Article	Staff Training Manual
Vocal Lessons or Choir	How to Teach English: When you only speak English
Relationship Development with Sponsors of Programs	Exercise Programs – A Life Skill for Life
Planting & Caring for Gardens	Teaching Children How to Prepare & Store Foods from the Garden
Sanitation Guides for Staff and Children	Volunteers Leading Art or Music Programs – Anyone Can Do It
Sustaining Vol. Tutors for Youth	Story Telling/Acting/Drama
Building Play Equipment for Disadvantaged Youth	Volunteer Manual: What to Provide, What to Expect
Board Development for Not for Profits	Book Designing–Telling a Child’s Story
Nutritional Training for Staff/Children	International Marketing of Products
Drawing is Fun	Life Long Hobbies
Training workshops: *Hygiene – Body, Dental, Ear, Etc. *Good Touch/Bad Touch	Training workshops: *Bartering Services *Training for the World of Work
Daily Exercise for the Site	Taking Care of Staff IS Taking Care of the Children
Hiring Staff for the Facility Need	Designing Products for International Marketing
Hygiene for Teenage Girls Sewing, Beading Jewelry	Helping Others Helps Us *Making Gifts-Elderly & Children

	<ul style="list-style-type: none"> *Community; planting trees, plants *Visitations to individuals unable to travel
<p>Using Volunteers to Teach Social Skills in Shelters/Orphanages:</p> <ul style="list-style-type: none"> *Preparing Meals for Others *Food Safety When Serving to Others *Making a Bed *Changing Sheets *Sorting Clothes *Folding Clothes *Playing with others *Sharing with others *Manners at the table *Meeting and greeting others *Teaching special needs children *Interactions with adults; communication and more 	<p>Youth - Taking Care of Finances</p>
<p>Helping Others Helps Us</p> <ul style="list-style-type: none"> *Shelters *Veterinarians *Removal of trash on local streets <p>Team Organization: Soccer (boys & girls)</p> <p>Dance for older girls</p> <p>Music; piano and guitar</p> <p>Reading Club</p>	<p>How to Help a Teen Find Volunteer Work for the World of Work:</p> <p>Ideas for 16-18 yrs. In work experience:</p> <ol style="list-style-type: none"> 1) Animal care <ul style="list-style-type: none"> Basic grooming of pets Training Walking/Exercising 2) School aides

<p>Exploradores or Exploring Activities</p>	<p>3) Child care facilities</p> <p>4) Clerks</p> <p>5) Office Support: receptionist, secretarial</p> <p>6) Medical Offices: doctors, dentist, veterinarians (filing, sorting, reception skills)</p> <p>7) Automobile Repair</p> <p>8) Electrical & Plumbing</p> <p>9) Woodworking & Metal working</p> <p>10) Sales</p>
<p>Being Part of a Family:</p> <p>*Responsibilities of Family Members</p> <p>*Support and Respect</p> <p>Fund Raising for Staff Development</p> <p>Fundraising for Hiring and Sustaining House Parents</p> <p>Low Budget/High Value Meals</p> <p>Safety Issues for Self and Others</p> <p>How to Supervise a Teen While They Provide Volunteer Service</p> <p>Basic Care of Pets:</p> <p>*How to approach a dog or cat</p> <p>*Allowing animals to get-to-know you</p> <p>*Acceptable play with pets</p>	

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Original Date: 7/01/10

Revised Date: 9/16/2010