

Oregon's 21st Century Community Learning Centers Orientation Training Checklist

Module 1: The Basics

Activities:

- Find out which schools are 21st CCLC sites in your district
- Ask how your program provides the core components of 21st CCLC programs (academic support, enrichment opportunities, family engagement, school district partnership/alignment, food, transportation, and community partnerships and outreach)
- Learn the attendance procedures and survey/other data collection schedules for your program

Module 2: Staff and Volunteer Guidance

Activities:

- Find out the specific titles that are used by staff in your program (project director, site coordinator, direct staff, etc.)
- Review a copy of your job description/job duties
- Find out about the 21st CCLC staff professional development expectations for your program (required trainings, ongoing expectations, etc.)

