



GFWC Education Community Service Program

2010-2012 Club Manual

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PROGRAM PRINCIPLES

Imagine a world where everyone is able to read. Literacy—the ability to read and write—is a basic skill for people to live and work today. However the illiteracy rate worldwide remains a concern. About one in five adults in today's world—more than 700 million women and men are illiterate, primarily in developing countries. Two thirds of these are women. Approximately 72 million children who should be in school are not.

Illiteracy concerns in the U.S. remains a major problem in the U.S. as well, in spite of major gains in all areas of education. More than 32 million adults in the U.S., or about 14 percent of population, have very low literacy skills. The skills are so low that some cannot even read anything more complicated and challenging than a simple children's book with pictures.

- Women in the U.S. who have little formal education are more likely than educated women to be in abusive relationships.
- 60 percent of America's prison inmates are illiterate and 85 percent of all juvenile offenders have reading problems.
- Illiteracy costs American businesses more than 60 billion dollars every year in lost productivity and health and safety issues.

- According to the U.S. Census Bureau, workers 18 and over with a bachelor’s degree earn an average of \$51,206 a year, while those with a high school diploma earn \$27,915; those without a high school diploma average \$18,734.

Literacy is more than just an individual’s ability to read, it is an individual’s ability to read, write, speak, compute, and solve problems at levels of proficiency necessary to function on the job, in the family, and in society.

The GFWC Education Community Service Program intends to improve literacy and education awareness in communities at home and around the world.

As GFWC clubwomen, we have the obligation to improve our own reading habits as well as to work with those in our community who need assistance. Epsilon Sigma Omicron (ESO) program, which offers a path to self-enrichment and personal growth for members, we promote a lifelong commitment to learning and self improvement through reading.

We will join forces with literacy organizations to provide the cohesiveness needed for existing reading programs. For the adult who cannot read at all, or who cannot read well, there must be special instruction by volunteer tutors. Adults and young people should be encouraged to use libraries in order to continue improvement of reading skills, and we must work to establish libraries where they are needed.

Lastly, the GFWC Education Community Service Program will contribute to elevating the literacy rate among women acknowledging that when women in households are literate their children will understand and value the process.

PROGRAM PRINCIPLES

The goals for the Education Community Service Program are listed below in order to assist you in measuring project success and positive change in your communities. The listed objectives further outline how we can build projects that support these goals.

Goal 1. General Federation of Women’s Clubs’ members and local communities have strong self worth.	Objective 1. Encourage a larger number of clubs to be aware of self improvement/enrichment programs.
	Objective 2. Encourage our members to take advantage of self improvement activities.

Goal 2. General Federation of Women’s Clubs’ members become motivated, educational change agents within their communities.	Objective 1. Support educational activities and promote awareness of learning opportunities.
	Objective 2. Provide learning opportunities for adults and families to be healthier, support themselves through work, and be better citizens and creating a better society.
	Objective 3. Encourage partnerships to highlight continuing relations and network with those partners to build stronger programs.
Goal 3. Increase rates of adult/youth and family literacy in the U.S. and worldwide.	Objective 1. Provide learning opportunities for adults and families to improve their health, support themselves through work, and be better citizens thus creating a better society.

CALL TO ACTION

We have outlined ideas to help you in attaining the goals and objective that have been set forth in the GFWC Education Community Service Program, including ways to educate yourself, inform others, and create change.

Educate Yourself

- Examine factors in the community that may affect literacy levels, such as:
 - Existence of learning disabilities.
 - English not the individual’s native language.
 - Formal education terminated early.
 - Visual difficulties, or physical or mental conditions that inhibit learning
- Become familiar with low literacy statistics on the local and national levels, then educate your club/community.

Inform Others

- Hold a “How to Use the Library” program for middle school children and English as a second language students in cooperation with adult education classes.
- Plan activities at your library, invite speakers and authors, hold craft sessions, and encourage use of the library.

Create Change

- Celebrate library card sign-up month annually in September. Encourage community members to apply for library cards.

- Identify and recruit qualified, capable adults as potential tutors from among club members and the community at large, pair them with tutor training opportunities in the community or region.
- Recruit tutors by distributing brochures at libraries, grocery stores, malls, athletic clubs and other community locations. Speak to groups at places of worship, government offices, senior centers, colleges, and other places where community citizens congregate.

IMPORTANT DATES

Plan projects and events around days, weeks, and months of celebration and commemoration in the GFWC Education Community Service Program.

January	Lifelong Literacy in America Month
January	National Mentoring Month
February	Library Lovers Month
March	Read Across America Month
March 2	Read Across America Day, (Dr. Seuss's Birthday)
March 27	Education and Sharing Day
April 10-16, 2011	National Library Week
April 8-14, 2012	National Library Week
April 12	Drop Everything and Read Day
May 2-8, 2011	Children's Book Week
May 7-13, 2012	Children's Book Week
May 1-7, 2011	National Teacher Appreciation Week
May 6-12, 2012	National Teacher Appreciation Week
May 3, 2011	National Teacher Appreciation Day
May 8, 2012	National Teacher Appreciation Day
September	Library Card Sign-up Month
September 8	International Literacy Day
October	National Book Month
October 5	World Teachers' Day
October 17-23, 2010	Teen Read Week
October 16-22, 2011	Teen Read Week
November 1	National Author's Day
November 14-20, 2010	American Education Week
November 15-21, 2011	American Education Week
November 17, 2010	Education Support Professionals Day

COLLABORATIONS

Literacy is essential if we are to eradicate poverty at home and abroad. Literacy is linked to improved infant mortality, addresses gender inequality, and creates sustainable development. Throughout history, GFWC clubs have recognized the importance of educating their members and their communities as well as people around the world. Having founded over 474 free public libraries and 4,655 traveling libraries, women's clubs were credited by the American Library Association with establishing 75 percent of America's public libraries. Supporting local libraries continues to be a Federation priority today. GFWC members understand that it is vital to connect with schools, senior centers, public libraries, and so on. Clubs have done just that with programs such as book donations, volunteering at schools or centers, homework helpers, reading buddies, providing school supplies and scholarships.

In the GFWC Education Community Service Program-Collaboration, GFWC clubs will:

- Research, plan, and implement projects, programs, and advocacy based on its interests and the needs that the club members see and feel are important. This is the club members' opportunity to think out of the box and do it their way.
- Report. It is imperative that clubs report the projects that they have developed so that as an organization, we can better see where our members' interests lie and those statistics can be used in working with and recruiting new GFWC Partners, grants, and advocacy opportunities.
- Reporting is also important so that we can highlight and share your club's creativity and interests with our membership so that they can also be inspired to either implement a similar project or use it for inspiration for their own.

Explore the following examples of what your fellow GFWC clubs have done to implement projects related to literacy and education issues in their communities. For more information about any of the following GFWC club projects, please contact GFWC Education Collaboration Chairmen or GFWC Programs Director.

If you have a successful project that you would like to share with GFWC and your fellow members, please contact GFWC Education Collaboration Chairman or GFWC Programs Director at GFWC@GFWC.org.

GFWC Huntsville Woman's Club (Alabama) is dedicated to ensuring that women who are in need of further education to better their lives have the opportunity to do so by providing scholarships to well-deserving women in their community. The club presented a \$1,000 to a mature woman of Madison County wanting to further her education. The \$1,000 scholarship recipient for 2009-2010 is a single mother who has returned to college to complete her degree in communication arts and foreign language. In addition to the \$1,000 scholarship, two \$500 scholarships were given to women who were struggling to finance their education while raising children.

Children with disabilities benefit from interaction and observation of their normally developing peers and GFWC clubwomen have provided this opportunity. **GFWC Columbiana Novella Club (Alabama)** gave a party for the Eclipse Class of Special Needs Children. Eclipse stands for Early Childhood Learning in a Preschool Environment, and it is an inclusive preschool program for three to four year olds with and without disabilities. The members prepared food for the party, purchased favors, and attended the party with the children.

GFWC Hill and Valley Club (California) has a member chairing the One Hill & Valley Grants Administration section for the newly opened Castro Valley Public Library. This clubwoman raised \$20,000 to perpetuate and enrich the historical section of the library by writing letters and making phone calls to over 400 people in the community. She also authored a book on the history of Castro Valley, which is enjoying local and county wide publicity. Maximizing this gift, another member donated \$1,000 to the new library for the cost of purchasing books and supplies.

GFWC Centralia Junior Woman's Club (Illinois) maintains a Discovery Room at the local library. The Discovery Room is a section of the library that helps pre-school aged children discover or learn in different subject areas. The room is full of learning materials and a different theme is chosen every month. Learning tools such as puzzles, books, and blocks are available for the children to explore and discover new knowledge.

GFWC Marlboro Junior Woman's Club (Massachusetts) partnered with their local Rotary club to bring an interactive "Reality Fair" to the high school. High school seniors learned about financial responsibilities by choosing a career, receiving a paycheck, and budgeting their income.

GFWC Exeter Area GFWC (New Hampshire) has a major project sponsoring the "N.H. Seacoast Expanding Your Horizons in Science and Math Conference" for young women. The conference is designed to immerse young women, sixth to eighth graders, in hands-on experiences in science, math, engineering, and technology. Professional women from math and science related fields facilitate workshops and serve as role models for the participants. During the 2009 year the club hosted the fourth annual conference and began planning for the fifth annual conference. More than 150 women from 25 different schools attended a full day of fun including 13 workshops. A key note address from Molly Harrington, a pediatric endocrinologist and a student panel which was opened for discussion.

PARTNERSHIPS

GFWC Partners are organizations that operate at the national or international level and offer unique and customized services such as project materials, speakers, kits, and/or additional information specifically designed for GFWC clubs to enhance the effectiveness of the GFWC Community Service Programs and Special Projects within their communities. These GFWC Partners are aware of GFWC clubs' specific needs and our club structure.

These GFWC Partners will assist in monitoring the donations generated by GFWC members. To ensure that your donation, whether at the individual, club, district, or state level, is included in the GFWC total, please make sure to:

1. Write on your check that you are a GFWC member or club.
2. Submit your check to the GFWC Partner contact listed in the GFWC Club Manual, even if it has a local or state representative.
3. Notify GFWC of your donation by calling or e-mailing the GFWC Programs Director at 202-347-3168 or GFWC@GFWC.org.

If you have any questions regarding donations to GFWC Partners, please contact the GFWC Education Partnership Chairman or GFWC Programs Director at GFWC@GFWC.org.

American Library Association | www.ALA.org

The American Library Association is the voice of America's libraries and the millions of people who depend on them. The oldest and largest library association in the world, its 63,000 members represent all types of libraries—public, school, academic, state, and special libraries serving government, business, and other institutions. Its mission is to promote the highest quality library and information services in order to enhance learning and ensure public access to information. GFWC Members can:

- Participate in the American Library Association's Adopt-A-Library Program.
- Obtain an Adopt-A-Library entry form from GFWC Headquarters to receive an ALA Certificate. Entry deadline is March 15 of each year.

GFWC-Epsilon Sigma Omicron | www.GFWC.org/ESO

1734 N Street NW | Washington, DC 20036-2990

E: Programs@GFWC.org | P: 202-347-3168 | F: 202-835-0246

Epsilon Sigma Omicron is an honorary educational society open to all per-capita paying GFWC federated club members. ESO provides clubwomen with a structured reading program that is educational and stimulates a desire for self-improvement. GFWC offers ESO materials such as *ESO Chapter Guidelines*, the ESO reading list, and an ESO informational brochure.

- Establish a state ESO chapter if one does not exist, or order the updated book list. Order the ESO handbook at www.GFWC.org/Marketplace.
- Verify the charter of an ESO chapter in your state; contact your state president or the GFWC Programs area.

Mentoring USA | www.MentoringUSA.org

5 Hanover Square, 17th Floor | New York, NY 10004

P: 212-4008294 | F: 212-400-8278

Contact: Paula Mukwaya | PMukwaya@MentoringUSA.org or MUSA@MentoringUSA.org

Mentoring USA partners with public schools, nonprofit organizations, foster care agencies, housing facilities, and community centers to provide supervised site based, one-to one mentoring, matching youth between ages of seven to 21 with caring, trained adult mentors. Based in New York City, Mentoring USA operates programs through strategic partnerships in New York, New Jersey, Texas, Nevada, Colorado, Illinois, and California.

Together Mentoring USA and GFWC are working on:

- Galvanizing GFWC members to mentor: GFWC clubwomen can start mentoring programs through their local clubs or support Mentoring USA's national growth effort by becoming Mentoring USA mentors, to include a Washington, D.C., program launch during the 2010-2011 school year.
- Support to existing GFWC mentoring programs: Mentoring USA will work with GFWC clubwomen to offer technical assistance and training for clubs operating structured, site-based mentoring programs.
- Other ways you can help:
 - Make a donation to Mentoring USA at www.MentoringUSA.org.
 - Encourage club members who cannot commit to mentoring on a monthly basis to consider facilitating a workshop to support one of Mentoring USA's core component areas—financial literacy, literacy, healthy lifestyles/self-esteem, going green, career development, and diversity/tolerance.
 - Observe and celebrate National Mentoring Month each January.

Reading Rockets/WETA Public Television | www.ReadingRockets.org

2775 South Quincy Street | Arlington, VA 22206

E: ReadingRockets@WETA.org | P: 703-998-2001 | F: 703-998-2060

Contact: Rachel Walker

Reading Rockets is a national multimedia project offering information and resources on how young kids learn to read, why so many struggle, and how caring adults can help. The Reading Rockets project is

comprised of PBS television programs, available on videotape and DVD; online services, including the websites www.ReadingRockets.org and www.ColorinColorado.org; and professional development opportunities. Together, Reading Rockets and GFWC are working to help young children learn how to read better. Some of the ways you can help:

- Assemble and distribute Family Literacy Bags: Reading Rockets has developed a set of family literacy bags to encourage hands-on fun and learning centered around paired fiction and nonfiction books.
- Support your local library. Order free toolkits developed by Reading Rockets, the Association for Library Services to Children, and the Association of School Librarians of the American Library Association. These resources to make it easy for librarians to offer community forums, discussions, and workshops for parents, teachers, and caregivers on how to support children's reading achievement. www.ReadingRockets.org/Audience/Professionals/Librarians.
- Download free print guides—created for parents, teachers, and others—that explain how to help kids learn at home and school. More information can be found at www.ReadingRockets.org/Guides.
- Celebrate Read Across America Day. Resources are available at www.ReadingRockets.org/Calendar/ReadAcross.

RESOURCES/ADDITIONAL INFORMATION

Additional resources, including a listing of governmental agencies and non-governmental organizations are provided to assist you in researching and creating your projects

Governmental

U.S. Department of Education | www.ED.gov

The U.S. Department of Education's mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access. The Department's is dedicated to:

- Establishing policies on federal financial aid for education, and distributing as well as monitoring those funds.
- Collecting data on America's schools and disseminating research.
- Focusing national attention on key educational issues.
- Prohibiting discrimination and ensuring equal access to education.

Non Governmental

American Association of Retired Persons | W: www.AARP.org

The program provides scholarship funds to women ages 40 and older seeking new job skills, training, and educational opportunities so they will be more financially secure as they age. The Women's Scholarship Program is available to eligible individuals with limited financial resources. Visit the

AARP Foundation website at www.AARPFoundation.org for information about scholarships for eligible women over 40 years of age. Order the free AARP toolkit for use in the club and/or community. Request information about being a mentor and/or where mentor training may be available.

The Children's Book Council | www.CBCBooks.org

The Children's Book Council is a nonprofit trade organization dedicated to encouraging literacy and the use and enjoyment of children's books. CBC is the official sponsor of Young People's Poetry Week and Children's Book Week each year.

Association of Library Trustees, Advocates, Friends and Foundations | www.FOLUSA.org

Formerly Friends of Libraries, USA, Books for Babies is a literacy program that targets the parents of newborns. The program works to educate parents about the important role they play in their child's development by providing them with a packet of literacy materials. These include a baby book, facsimile library card (to be redeemed for a real one at an appropriate age), and pamphlets describing the best ways to read to young children. GFWC members can participate in the Develop a Books for Babies program, providing packets that contain a baby book and information on helping babies develop a love of books and reading to new parents and caregivers.

Center for the Book/Library of Congress | W: www.Read.gov/cfb

The Center for the Book in the Library of Congress was established by public law in 1977 to promote books, reading, literacy, and libraries, as well as the scholarly study of books. The Center has established affiliate centers in the 50 states, the District of Columbia, and the U.S. Virgin Islands.

Elderhostel | www.ElderHostel.org

Elderhostel is a nonprofit, educational program designed especially for adults aged 55 and over. This program offers personal stimulation and enrichment through short-term, residential experiences on a college or university campus with courses in the liberal arts and sciences, as well as a full extracurricular program. Host sites also include art schools, conference centers, and museums, as well as state and national parks.

First Book | www.FirstBook.org

First Book provides new books to children in need addressing one of the most important factors affecting literacy—access to books.

Heart of America Foundation/Books from the Heart Program | www.HeartOfAmerica.org

Founded in 1997, The Heart of America Foundation focus is a national, nonsectarian, non-partisan, nonprofit, humanitarian organization whose focus is to provide children in need everywhere with the tools to read, succeed and make a difference.

Hugh O'Brien Youth Leadership | *W: www.HOBY.org*

Founded in 1958, HOBY's mission is to inspire and develop our global community of youth and volunteers to a life dedicated to leadership, service and innovation. HOBY programs are conducted annually throughout the United States, serving local and international high school students.

International Reading Association | *W: www.Reading.org*

Since 1956, IRA has been a nonprofit, global network of individuals and institutions committed to worldwide literacy. The Association supports literacy professionals through a wide range of resources, advocacy efforts, volunteerism, and professional development activities.

National Association for the Education of Young Children | www.NAEYC.org

NAEYC is dedicated to improving the well-being of all young children, with particular focus on the quality of educational and developmental services for all children from birth through age 8.

National Center for Family Literacy | www.FamLit.org

NCFL is a leading national nonprofit organization with the mission to build a more literate and prosperous nation by helping parents and children learn together.

National Education Association—Read Across America | www.NEA.org

NEA serves as the voice of education professionals unites their members and the nation to fulfill the promise of public education to prepare every student to succeed in a diverse and interdependent world. NEA's Read Across America is an annual reading motivation and awareness program that calls for every child in every community to celebrate reading on March 2, the birthday of beloved children's author Dr. Seuss. NEA's Read Across America also provides NEA members, parents, caregivers, and children the resources and activities they need to keep reading on the calendar 365 days a year. You can also help replenish public school libraries by donating to NEA's Books Across America.

ProLiteracy | www.ProLiteracy.org

ProLiteracy improves the lives of adults and their families, communities, and societies by helping build the capacity and quality of programs that are teaching adults to read, write, compute, use technology, and learn English as a new language.

Reach Out and Read National Center | W: www.ReachOutAndRead.org

ROR is a nonprofit organization that promotes early literacy and school readiness in pediatric exam rooms nationwide by giving new books to children and advice to parents about the importance of reading aloud. Reach Out and Read has also launched Special Initiatives targeted at three communities (Spanish-speaking, Native American, and military families) for whom the ROR intervention has been found to be especially beneficial.

Reading is Fundamental, Inc. | www.RIF.org

RIF is the oldest and largest children's and family nonprofit literacy organization in the United States. Reading Is Fundamental, Inc. prepares and motivates children to read by delivering free books and literacy resources to those children and families who need them most.

Talbots Women's Scholarship Fund | www.Talbots.com/Scholarship

Talbots Charitable Foundation offers a scholarship program for women looking to pursue a college education later in life. This program empowers women to enrich themselves through learning.

AWARDS

Club

A \$50 award will be given annually to one club in the nation to recognize creativity in implementing an effective **Education Community Service Collaboration Program**. The award is based on narrative reports. State chairmen should forward their state's winning entry to the national GFWC Education Community Service Collaboration Program Chairman by March 15 of each year.

A \$50 award will be given annually to one club in the nation to recognize creativity in implementing an effective **Education Community Service Partnership Program**. The award is based on narrative reports. State chairmen should forward their state's winning entry to the national GFWC Education Community Service Partnership Program Chairman by March 15 of each year.

State

GFWC awards will be presented annually to one state federation in each GFWC membership category to recognize outstanding achievement in both the **Education Community Service Collaboration Program** and the **Education Community Service Partnership Program**.

Contests

Please see the Contests section of the *GFWC Club Manual*.

Grants

Focus on Literacy Club Grants

Literacy club grants of up to \$150 are available to GFWC clubs and funds may be used for purchasing books for tutors to use, providing books to kids and/or a variety of other literacy needs. See the application for a number of other suggestions.

Please subscribe to GFWC's *News & Notes* at www.GFWC.org to receive updated information regarding grants and other member benefits in the GFWC Education Community Service Program.