

# Prepare to have an awesome Junior Achievement experience.



## What will 2021-2022 look like?

We have models to meet you, and your students, where you are.

You Have Options!

### Where will JA happen this year?



In person  
face-to-face



Virtual with a  
remote teacher



Self-guided

### Who will lead JA this year?

1

#### Volunteer leads.

Volunteer is face-to-face, in your classroom.

OR

Volunteer is virtual, beaming in to your students.

2

#### Educators, like you, lead.

Volunteer is virtual, live-streamed to your students.

OR

Volunteer records videos that you share.

3

#### Students lead.

You check in on their progress.

This guide will help you prepare for all of these scenarios.





Junior Achievement inspires and prepares young people with the real-life competencies they need to succeed...

## Through three pathways:



### Financial Literacy



*I learned how to create a budget and save my money.*



[View an example](#)



### Work & Career Readiness



*I created my first resume and prepared for an interview.*



[View an example](#)



### Entrepreneurship



*Our volunteer gave us tips on how to start a business.*



[View an example](#)

## Results and Alignment

- JA activities are tailored to curricular needs of elementary, middle, and high school students. [Learn more.](#)
- JA programs are interdisciplinary and support Common Core State Standards. Find your state's standards, [here.](#)
- JA students score significantly higher on objective-referenced tests than their nonparticipating peers. [Learn about our results.](#)
- JA provides the classroom with a **role model**—a business or community volunteer.
- JA builds competencies in financial literacy, work & career readiness, and entrepreneurship. Check the [JA website](#) for more information.



# What Does Junior Achievement Provide? ←

What will my students do at my session?



## What can you expect?

You will receive one of these sets of materials:



A Physical Kit



Downloadable  
Materials



Web-based Tools

## Where do you find the materials?

Your JA contact or JA representative will connect you to the materials you need.

### What's included?



Educator and volunteer guides



Lessons and activities for each session:

- Overview
- Objectives
- Preparation needed
- Recommended time
- Materials
- Step-by-step instructions
- Places to personalize
- Talking points
- Assessment agent to track student progress

Some experiences also have: Slide decks, games, and videos.

# Your Safety and Support Role

To create a safe environment for the students, please follow our safety guidelines:



## 1 Stay in the classroom while your volunteer is present.

**Virtual Alternative:** Stay online with students while your volunteer is present.

## 2 Communicate classroom guidelines and school rules to your volunteer.

**Virtual Alternative:** Communicate virtual guidelines to your volunteer.

## 3 Exchange emergency contact information with your volunteer.

## 4 Discuss food allergies/acceptable treats with your volunteer.

## 5 Handle discipline issues if/when they arise.

**Virtual Alternative:** Hosting the meeting, you will have control of the chat and video features to handle discipline issues.

### To ensure students' safety, volunteers:

- Read and sign JA Volunteer Conduct Standards.
- Read and sign JA Digital Media Policy.
- Read and sign JA Volunteer Media Release and Consent.



# Your Role with Volunteers



Volunteers are awesome! They come from many walks of life—retirees, young professionals, business owners, and community-minded individuals.

We prepare volunteers by:

- Outlining their role as a mentor in the classroom.
- Providing resources, tools, and program guides to help them prepare.
- Equipping them with tips to connect with students.

How can I engage with my volunteer?



## Before

- Arrange dates and times with your volunteer or JA contact.
- Discuss class rules, student characteristics, student allergies, and classroom management.
- Share a class roster and help with name pronunciation.
- Exchange contact information so you can communicate after the school/workday.
- If virtual, share information about the platform you'll use and practice together, if needed.

**Note:**

*Your volunteer will connect with you as soon as JA provides the class information.*

## During

- Help manage students and logistics.
- Remind volunteers about classroom norms, procedures, and resources.
- If needed, launch virtual platform (e.g., Zoom, WebEx, Skype, Google Hangouts), invite volunteer to join the classroom, and assist with virtual platform features (e.g., Q&A, muting, and chatting).

## After

- Provide feedback about what went well and suggestions for improvement.
- Confirm the date and time of the next visit.
- Express your thanks for the volunteer's time, effort, and support.
- Work with JA Area contact to confirm class completion and submit information.

**Note:**

*A thank you note or signed class photo is greatly appreciated after the last class session!*

# How JA Prepares Volunteers to Support Diversity, Equity, and Inclusion

## 1 Diversity

### **Diversified examples.**

JA Volunteers provide examples that connect with students of different backgrounds. For example, we encourage our volunteers to use the names of stores, restaurants and shops in the school's neighborhood or share examples that may appeal to students of a particular cultural background.

### **Volunteers of diverse backgrounds.**

Since students need diversity in their role models, we actively help out with recruitment to make sure our volunteers are representing our students and communities.

## 2 Equity

### **Noticing patterns.**

We train our JA volunteers to notice their patterns. Making sure volunteers call on students of all backgrounds. For example, are boys and girls both participating at similar rates?

### **Encouraging big dreams for ALL kids.**

People from all backgrounds can be entrepreneurs, CEOs, and community leaders. Our volunteers are careful not to typecast some kids into particular kinds of roles or positions in their examples and simulations.

### **Incorporating different learning styles.**

Some learners need to move, others need to read, others need to hear, and many need to talk and practice the ideas they're learning. Our volunteers balance their style with the needs of different types of learners.

### **Supporting all students.**

We encourage our volunteers to check in with you to better understand how they can support every student in your classroom.

## 3 Inclusion

### **We encourage students to support each other.**

Our volunteers may have students assist others with an activity or with interpreting an assignment.

### **We are flexible.**

Our volunteers are flexible. If needed, volunteers can modify an activity so everyone can participate.

### **We set our expectations aside.**

Our JA Volunteers put expectations aside and accept different behaviors because we recognize that students may not sit still, listen attentively, or answer questions in the way we expect.



And last, but not least...



# We appreciate you!

Thank you for making a difference.

As you continue through your Junior Achievement journey, we will:

- 1 Support and answer questions.
- 2 Provide materials for you to share.
- 3 Supply activities and prompts to engage students.

Team Junior Achievement is HERE for You... We are always just an email or phone call away!

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