

PARTNER AGENCY APPLICATION TIMELINE 2021-22 PROGRAM YEAR

October 7	Partner Agency Application available online
November 16	Application Deadline for Partner Agencies All Partner Agency Application materials are to be received online by the JVC Northwest office via Knack (online application platform).
December-January	Agency Application Review, Clarification and Selection Process JVC Northwest staff will begin following up with applicants regarding Position Descriptions and other application questions.
January 28-February 1	Status Letters Emailed to Partner Agencies Partner Agencies will be informed by email of their selection results, as well as whether the service placement qualifies as an AmeriCorps operational site.
Mid-February to mid-July	JV/AmeriCorps member Screening and Placement Process Starting in January, JVC Northwest staff screens prospective JV/AmeriCorps members for suitability to the JVC Northwest program. In mid- February through mid-July, Partner Agencies begin reviewing applicants for suitability for the JV/AmeriCorps member positions. More information about this process is available in our Partner Agency & Site Supervisor Handbook.
May/June	Mandatory, Annual Site Supervisor Training Webinar AmeriCorps sites return completed Site Supervisor Contracts to JVC Northwest
July 1	Signed Site Supervisor Contracts, Placement Agreements, Memoranda of Understanding and Certificates of Liability Insurance due to JVC Northwest
Early August	JVC Northwest JV/AmeriCorps member Orientation When travel is safe and possible, this required five-day training near Portland, OR, is an opportunity for the JV/AmeriCorps members to prepare for their year, to learn more about JVC Northwest, and to meet those with whom they will share their experience. In times where gathering is not possible, this Orientation occurs virtually over a similar period of time
Early August	JV/AmeriCorps members transition to locales JV/AmeriCorps members travel from the JVC Northwest Orientation site to their placement locales. They settle into their new living situations and become oriented to the area.
Mid- August	First day of service for all JV/AmeriCorps members <i>(note: JV/AmeriCorps members are not eligible to begin any aspects of their service before this date)</i>
During the Year	There are up to five JVC Northwest retreats (two regional retreats, one in locale retreat, and two program wide retreats for BIPOC (Black, Indigenous, People of Color) identified JVs) during the year, which the JV/AmeriCorps members are expected to attend. Specific information about each retreat is provided seasonally and dates are set at the start of the program year.
May 31, June 30, and July 31	Last Day of Service for 2021-22 JV/AmeriCorps members. May 31 st for 10 month, June 30 th for 11 month, positions and July 31 for 12 month JV/AmeriCorps positions.