

## **QUICK SUMMARY of KEY AMERICORPS VISTA REGULATIONS**

1. VISTA members work no more than 40 hours a week. If more are required in a given week (such as for a night or weekend meeting), compensatory hours should be provided for the VISTA. Some sites require fewer than 40 hours, with the daily and weekly schedule clearly assigned to the VISTA member by the Site Supervisor.
2. Each VISTA member is authorized 10 personal leave days and 10 sick leave days per year. The member is not authorized any additional absences, except in unusual circumstances such as bereavement. These 20 days do not include federal holidays.
3. VISTAs may not hold part-time jobs or be employed in any other paid position while serving as a VISTA, nor may they be full or part-time students. The exception is if there is a course related to their employment as a VISTA which would be beneficial in completing the goals and objectives of the position. We always want to seek approval for that ahead of time.
4. VISTAs may not:
  - Be involved in political campaigns, registering people to vote or driving people to the polls.
  - Engage in pro- or anti-labor organizing activities.
  - Be involved in lobbying.
  - Conduct religious instruction, worship or proselytizing, or other religious activity as part of their duties.
  - Take part in any action with respect to a partisan or nonpartisan political activity that would result in identification or apparent identification with AmeriCorps.
5. All VISTAs are required to read the Grounds for Termination in the AmeriCorps\*VISTA Handbook. A Sponsor may request the removal of a VISTA based upon the information contained in the Handbook.
6. Re-enrollment or Extension of Service beyond the initial year of service is not automatic and will be granted to AmeriCorps\*VISTAs who have served in an exemplary manner. The Site Supervisor must write a full justification. Completion of service will be one year from the date the VISTA enters service. Entry into service begins the day after the completion of the Preservice Orientation (PSO), which is the initial commitment of every new VISTA member.
7. AmeriCorps\*VISTAs serve under the conditions of the Hatch Act (see Handbook).