



## Ohio History Service Corps – Information for Host Sites

Since October 2010, the Ohio History Service Corps has been supporting community and local history all over Ohio.

### Ohio History Service Corps (OHSC) Purpose

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Ohio History Service Corps members provide service to Ohioans each year through capacity building support for local historical organizations and communities. They accomplish this in two ways.

**Local History members** work with local history organizations in each of the [Ohio Local History Alliance's 10 regions](#) throughout the state. Members provide coaching, assistance, and training in completing activities suggested by the American Association of State and Local History (AASLH)'s [StEPs program](#) to help organizations become more effective, efficient, and sustainable. Participating organizations gain an increased knowledge of the public history field's standards and best practices and provided with the tools for the creation of new programs, policies, and procedures that meet those standards. Half of these members' time will be spent assisting their host site, and the other 50% of their time will be spent assisting other local history organizations in the region.

**Community Surveyor members** work with primary and secondary research materials and volunteers from local colleges and universities, historical societies, community groups, historic preservation organizations, and local government historic preservation staff to gather information about historic properties. Their completed Ohio Historic Inventory forms, National Register Questionnaires, local landmark applications and comprehensive survey reports provide information about historic properties and neighborhoods that will aid in decision-making at the local, state and federal levels. As a result of these projects, and community engagement, communities can take the first step in historic preservation planning.

The Corporation for National and Community Service (CNCS) defines capacity building as activities that enable organizations to increase their scale, reach, effectiveness and efficiency. With the OHSC focus on capacity building, organizations are better able to engage and serve their audiences and stakeholders in sustainable ways, while incorporating best practices in the museum, cultural heritage, historic preservation and non-profit fields.

Since 2010, OHSC members have added over 3,955 properties to the Ohio Historic Inventory, managed over 6,500 volunteers, facilitated more than 2,470 programs, events and exhibits, and trained more than 18,000 community members and volunteers. In the six years since the Local History members began working with the StEPs program, they have assisted 13 of Ohio's local history organizations earn 20 certificates – thus demonstrating their increased effectiveness and benchmarking themselves against national best practices.

### OHSC Members

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Members are hosted by a local history organization, such as a museum, historic site, library, or preservation organization in each of the 10 Ohio Local History Alliance regions.

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Members are likely to be recent college graduates, those changing careers midlife, or retired professionals. Backgrounds tend to be in history, public history, anthropology, American studies, museum studies, library science, historic preservation, architectural history, non-profit, and other related fields. A background in public administration, community outreach, communication, and community development can also be helpful. Members are driven by a sense of service to their communities and provide assistance that sets them apart from typical volunteers or interns.

Host sites and the Ohio History Connection work together to recruit and hire members. The Ohio History Connection retains ultimate hiring authority.

OHSC members are not staff or employees at their host sites. They are also not typical volunteers or interns. By serving a year in the OHSC, members provide meaningful assistance to organizations for continued success. Members are also provided with professional development and training throughout their service term.

### Program Structure

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Host Sites are selected based on clearly defined goals and objectives, demonstration of impact and sustainability, well thought-out projects, emphasis on community service, past engagement, and completeness of application submission. Organizations are not guaranteed service as a host site each year.

All organizations interested in serving as Host Sites are required to complete the Host Site Application. Selection of Host Sites is done by committee with adherence to set expectations outlined in the application. Interested Host Sites are not required to have engaged with AmeriCorps members previously in an outreach capacity, but is preferred.

Applications for 2021-2022 OHSC Host Sites are due **no later than Friday, March 5, 2021**. Sites will be notified in late April of their selection status pending successful grant award.

### Host Site Requirements

- Preference will be given to organizations with at least one full-time staff member to serve as the member's Site Supervisor
- Site Supervisor devotes **10-20%** (170-340 hrs) of their time to mentor and guide the member throughout the Program Year
- Provide a work space for the member, including a computer with internet and phone access
- Pay a site fee **\$3,800 per member per program year** to partially offset program matching costs
- Commit to understand and support the principles of the OHSC, member personal and professional development, and building capacity through outreach to the region
- Abide by the terms of the Memorandum of Understanding with the Ohio History Connection

### Ohio History Connection Responsibilities

- Administration of the program, including managing member stipend checks and benefits

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- Official supervision of program, including member selection, general project oversight, and member and host site training, ensure program objectives are met, and provides oversight to ensure AmeriCorps compliance
- Cover members' personnel benefits, training costs, travel, etc.

### Sites receive:

- Work at your site by an enthusiastic and energetic AmeriCorps member
- Close working relationship with the Ohio History Connection, other AmeriCorps partner sites, and [ServeOhio](#), Ohio's commission on service and volunteerism
- Participation in a model for national service in the field of public history. The OHSC won an American Association for State and Local History award in 2012

