With staff, set a vision for your program (based on Ohio’s strategic plan). How can EFF help you reach your vision? Use your grant’s Action Plan to outline the steps toward your vision. Use the Quality Model to align all aspects of your program with your vision.

Discuss how EFF could influence the various components of your program (student orientation, teaching and learning activities, evaluation and portfolio development, etc). Think about how the EFF tools (purposes, role maps, common activities, skills and standards) could be useful in each component of the Student Experience Model (SEM).

Continue to build your program’s EFF Team, which will work together to lead the staff in implementation strategies.

Create time for staff to learn about and discuss EFF
- Read and discuss the Standards Guide with a colleague or as a group
- Read and discuss the Quality Model together
- Join the NIFL-4EFF Discussion List and discuss topics together: http://www.nifl.gov/lincs/discussions/nifl-4eff/equipped_for_future.html

Equipped for the Future Content Standards: What Adults Need to Know and Be Able to Do in the 21st Century and Results That Matter: An Approach to Program Quality Using Equipped for the Future are available free of charge from the EFF National Center. Contact Ginny Bleazey at 865-974-8426 to order a supply for your program.

Increase your knowledge of adult learning practice by reading:

Create opportunities for teachers to TALK together about their experiences “doing” EFF.

Seek out professional development needs for your staff. Solicit input from others involved with EFF. Work with your RCN to outline staff development needs. Check out http://literacy.kent.edu/ohioeff often for resources. The EFF Special Collection http://www.nifl.gov/lincs/collections/eff/eff.html also provides further learning for all staff.

Encourage practitioners to adopt a spirit of inquiry and to reflect on their practice in light of the EFF learning principles: purposeful, contextual, and constructivist. Use the Practitioner Reflection Log to guide your reflection.

Allow practitioners time to become proficient in using the EFF framework for goal setting and teaching and learning before introducing in-depth use of the standards for assessment purposes.

Invite students to discuss their goals. Compare these to the role maps and purposes. Involve students in identifying evidence of progress.

Give yourself and your staff TIME. Think of progressing in PHASES. Start where you are and build on your strengths.

Contact Judy Franks at 330-672-0753 or jfranks@literacy.kent.edu with questions or ideas.

Many more resources are available at the EFF Special Collection http://www.nifl.gov/lincs/collections/eff/eff.html