

***Northern Michigan University's
Student Leader Fellowship Program***

***Community Service Internship
Adviser Booklet***



"Developing competent, ethical, community-centered leaders."

PURPOSE STATEMENT AND GOALS

"I hear and forget. I see and remember. I do and understand."
~Confucius

Purpose Statement

The Student Leader Fellowship Program is designed to develop a leader who is better equipped to meet community and societal responsibilities. Therefore, the Community Service Internship is one of the most vital components of the Student Leader Fellowship Program. Participation in the internship will allow Student Fellows to gain a true appreciation of the ethics, values, demands, and processes associated with responsible leadership and will provide an avenue to ensure a continued commitment to the community.

Goals

The Community Service Internship will provide Student Fellows the opportunity to:

- 1. Use acquired leadership skills in the creation and implementation of a community service project.**
- 2. Be directly involved in and responsible for meaningful community enrichment or social change activities.**
- 3. Have a positive impact on the quality of life in Marquette and surrounding areas.**
- 4. Have a satisfying and enjoyable leadership experience in an area of interest.**

*"Successful is the person
who has lived well, laughed often and loved much,
who has gained the respect of children,
who leaves the world better than they found it,
who has never lacked appreciation for the earth's beauty,
who never fails to look for the best in others
or give the best of themselves."
~Ralph Waldo Emerson*

CRITERIA FOR ASSESSING THE COMMUNITY SERVICE INTERNSHIP

Community Service Internship proposals will be accepted based on the following criteria:

1. LEADERSHIP

Does the Student Fellow have leadership of the project? This may involve leading the activities of a group, setting goals and implementing them, and taking ultimate responsibility for the success or failure of the task. The Student Fellow must also be able to make important decisions within the CSI which utilize analytical and problem-solving skills.

2. CHALLENGING vs. REALISTIC MISSION

Is the overall mission of the CSI challenging? At the same time, does it suggest a realistic process for accomplishment? The nature of the project must lend itself to specific goals which, if followed in a step-by-step fashion, will achieve a tangible outcome over a period of two semesters.

3. COMMUNITY SERVICE/VOLUNTEERISM

Is the CSI truly a volunteer project? It must not be done for money, academic or career advancement, or other extrinsic personal reward. It must involve meaningful tasks that make a difference in the lives of people in Marquette/Alger Counties. Please note: The Student Leader Fellowship Program encourages projects which involve college students in settings with middle or high school youth. It has often been said that college students make excellent role models for young people in this age group.

4. TIME COMMITMENT

Is the time commitment appropriate? The proposed CSI must entail an on-going, weekly commitment which takes approximately three-four hours per week over two semesters. However, it is recognized that some internships will demand more time some weeks and less other weeks. It is permissible to operate on a flexible time-frame provided the average amount of time spent is approximately three-four hours per week. Ultimately, Student Fellows will be accountable for the *outcomes* of their Community Service Internships, and not necessarily on number of hours spent.

5. COMMUNITY SERVICE ADVISER

Who will be the Site Adviser? Student Fellows must work closely with a Community Service Internship Site Adviser who has an in-depth, working knowledge of the internship setting. Community Service Site Advisers are community leaders who are committed to helping Student Fellows establish and achieve their CSI goals.

*"If you are afraid to lose sight of the shore, you will never discover new horizons."
~Unknown*

ROLES AND EXPECTATIONS

Expectations of Student Fellows:

1. Complete a detailed Service Learning Form to hand in at the first Fellowship Meeting.
2. Participate in Monthly Fellowship Meetings with other Student Fellows and SLFP staff.
3. Attend a one-on-one meeting with an SLFP staff member each semester.
4. Maintain communication with the Community Service Internship Adviser through regularly scheduled meetings.
5. Write a Reflection Paper at the end of the Community Service Internship experience.

Expectations of Community Service Internship Advisers:

1. Provide Student Fellows with the orientation, advice, and guidance necessary for success in the internship.
2. Provide the proper work environment as needed to perform the Community Service Internship (for example—phone, office support, supplies, printing, and transportation).
3. Complete a brief written evaluation of each Student Fellow mid-project and at the end of the project.
4. Maintain communication with Student Fellow(s) through regularly scheduled meetings.
5. Communicate any problems, concerns, or other feedback to the SLFP staff.

Expectations of SLFP Staff:

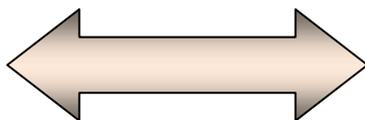
1. Facilitate Fellowship Meetings for service learning, idea sharing, motivation, and fellowship.
2. Monitor the progress of Student Fellows to award those who have completed the SLFP, to recognize outstanding contributions, and to intervene in cases of failure to meet minimum expectations.
3. Meet with each Student Fellow once each semester.

COMMUNICATION RESPONSIBILITIES

STUDENT FELLOW
Leader
Decision Maker
Initiator



SITE ADVISER
Expert and Guide
Resource Provider
Listener



SLFP STAFF
Structure and Support
Resource Provider
Mediator