

The Rights and Responsibilities of Community Service Partners and CMSV 100 Students



Community Service Partners

Rights

- Experience adequate support for your site and its personnel
- Expect students to be responsible, flexible, cooperative and to fulfill their commitment
- Receive advance notice of absences

Responsibilities:

- Offer fulfilling and challenging tasks
- Provide safe and healthy working conditions as well as an environment free of discrimination and harassment
- Provide an orientation and training (review policy regarding cell phone/photography/videotaping). Offer adequate supervision and help when needed
- Verify service log and complete online evaluation
- Inform Community Service staff of concerns or issues
- Expose students to the role your organization plays in the community
- Reflect with students on what they are learning from their service experience

Students

Rights:

- Expect clear and appropriate assignments
- Experience fulfilling and challenging work
- Encounter safe and healthy working conditions as well as an environment free of discrimination and harassment
- Receive orientation and training
- Access to individuals to go to for help

Responsibilities:

- Set up a service experience in a timely manner
- Be persistent in communication
- Be honest about goals, skills, limitations, and motivations
- Fulfill your commitment, and provide advance notice of absences
- Adhere to the University Code of Conduct
- Maintain confidentiality (clarify cell phone/photography/videotaping policy)
- Cooperate with staff
- Be flexible and open-minded
- Stay informed
- Ask for help when needed and voice concerns
- Understand your role
- Reflect on what you are learning from the service experience
- Adhere to the dress code