



Leadership Certificate Program Service Learning Contract

Student Last Name: _____ First Name: _____

Campus Address: _____

Phone: _____ Email: _____

Agency/Project Site: _____

UNH Leadership Coach: _____

Will you be driving a personal car to the site?

- YES**, I will be driving and I have attached documentation of automobile liability coverage
 - I am willing to provide transportation to other students
- NO**, I will not be driving

As a student in the Leadership Certificate Program Service Learning Project, I agree to: (*please initial at each line*)

- _____ Arrive on time and well prepared for site visits and service experiences. If it is necessary for me to reschedule an appointment for any reason, I will call agency representatives IMMEDIATELY
- _____ Follow all policies of the site, including health and safety precautions and confidentiality policies
- _____ Perform agreed upon duties to the best of my ability and clarify any expectations and requirements I am unsure of
- _____ Be open to supervision and feedback that will facilitate my learning and my contribution to the organization
- _____ Understand that my perceptions of the community needs may be very different than the real needs and desires of the agency that I am working with
- _____ Respect the privacy of all individuals involved in this service learning project
- _____ Maintain a professional attitude and wear appropriate clothing when interacting with the agency and/or its clients
- _____ Notify the site supervisor of any concerns or changes
- _____ Provide adequate transportation to and from volunteer site
- _____ Reflect upon my experience as an individual and as a participant in the Project LEAD certificate program and meet with my Leadership Coach at least 2 times each semester as scheduled and on time

Assumption of Risk Statement:

I, the undersigned being over the age of 18 years old, or in the capacity of legal guardian for a person identified below, do hereby acknowledge that there are risks of physical harm and injury inherent in service activities including, but not limited to: working with people, participating in sports and recreation activities, cleaning and maintenance projects, preparing and serving food, other service activities, and in transportation to and from work sites. As partial consideration for being allowed to

participate in this activity with the Leadership Certificate Program, I hereby assume all risks involved in the service activities and related travel activities, and hereby knowingly and intentionally waive any and all claims, of whatsoever kind or nature, against such institution which may arise out of this activity.

I specifically acknowledge that in performing these activities, I am doing so in the status of a server/volunteer for the community site, and not a server/volunteer, employee or agent of the University of New Hampshire. I further waive all claims that may arise from such service activities, acknowledge that workers compensation benefits are not extended to me in my capacity as a server/volunteer and hold the University of New Hampshire harmless from any of my negligent acts.

Legal Guardian: I specifically grant this waiver of claims for myself and/or on behalf of my ward identified below and will indemnify and hold harmless such institutions and individuals from any claims.

Participant's signature: _____

Legal Guardian's signature: _____

As the Site Supervisor for this project, I agree to: (please initial at each line)

- _____ Provide adequate information and training for the service-learner, including information about the organization's mission, clientele, and operational procedures
- _____ Provide adequate supervision to the service-learner and provide feedback on performance
- _____ Provide meaningful tasks and duties related to the specific service project and the learning goals of Project L.E.A.D.
- _____ Provide appreciation and recognition of the service-learner's contributions
- _____ Notify the student and/or Project L.E.A.D. representative of any concerns or changes
- _____ Complete an evaluation at the end of the semester

As the Leadership Coach, I agree to: (please initial at each line)

- _____ Provide specific learning objectives to the student and the site
- _____ Orient students to service-learning and to the importance of commitment and respect at the service site
- _____ Provide opportunities for students to reflect upon their experiences and to integrate into their Project L.E.A.D. experience
- _____ Support the student's work with the service site through meetings, sharing of resources, and general oversight of the project
- _____ Maintain contact with the service site supervisor through regularly scheduled meetings/contact

Student Signature _____ Date _____

Agency Rep./Site Supervisor Sig. _____ Date _____

Leadership Coach Signature _____ Date _____