Guide for Service-Learning Assignment and Final Report

Requirements: Documented 12 hours of service or social action
3-4 page final report and reflection on your experience
Total Points: 300 possible points

1. Service-Learning opportunities (minimum: 12 hours of service):
Please refer to the service-learning handout and the Service Learning website at PCC: http://spot.pcc.edu/slp/, as well as opportunities featured on the website for Hands On Portland. Besides these placements, you could do your service-learning option in a school, community center, or social service agency in your own neighborhood. You could also offer service to your neighbors in need, or you might find an opportunity to work over a couple weekends in an environmental project, a homeless shelter, or some other community activity. The main requirement is that your service be related to a social problem, and that you are able to document or confirm your service. You will use your service-learning experience as the basis for some of your papers in this class. You need to complete a form, signed by the person who supervised you or can confirm your work.

2. Documentation of 12 hours service/social action: (Due Final Week of Class)
Summarize your work experience in a table form, indicating dates, number of hours, and short description of what you did (e.g., helped with homework, coached basketball, tutored). If you turned in a Service-Learning form, you do not need to get another signature, but list your placement and immediate supervisor or person who can verify your work, with a phone number.

3. Report and Reflection: (Due at Final Meeting)
Your final report should include the following:
• One paragraph describing your work within the organization.
• One paragraph describing the mission of the organization you worked with.
• One page or so describing events, encounters, or other highlights of your experience (progress with one person you tutored, an event that brought people together or brought out the best in certain people, a conflict or crisis you handled, a moving interaction, etc.)
• Two pages reflecting on what you learned from this experience: about the people you worked with, about the work of the organization, and/or about the social problems or issues addressed by the organization and specifically by your role in that organization. Do you feel that the organization (or your role) was effective? Would you change anything about the organization or your role if you had it to do over again? What else besides the work of this organization would be necessary to
effectively address the social problems it focuses on? Also consider the role of the larger community. How effective was the organization or group you worked with in relating to and using the resources of the broader community? How might the problems the organization or group deals with be improved by greater community involvement?

• Finally, reflect on what you learned about yourself through this experience and what your next steps in service learning or working on social problems might be.

Final Meeting Presentation: You will be expected to make a brief presentation about your experience at the final meeting, **Tuesday, March 18**\(^{th}\), between 10 and noon.

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<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Points</th>
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<tbody>
<tr>
<td>Actual Service (with documentation)</td>
<td>200</td>
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<tr>
<td>Report and reflections on service-learning</td>
<td>70</td>
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<tr>
<td>Presentation (readability, etc.)</td>
<td>30</td>
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<tr>
<td><strong>Total Possible Points</strong></td>
<td><strong>300</strong></td>
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