# Faculty-Community Partner Service-Learning Agreement

To be signed by faculty and community partner and returned to 139 Johnston Hall

We will both remember to work toward a reciprocal relationship, balancing the needs of the community partner with LSU student needs. LSU service-learning students are working toward particular academic goals and are not simply volunteers, and this partnership is not an internship, designed solely to meet student needs. We will strive to meet the needs of each partner equally*.*

Faculty/Staff Name (printed)

Course College

Semester  Year

1. I will communicate clearly, professionally, and consistently the academic and administrative needs of my students.
2. I will make sure the LSU service-learning students understand their duties to the partnership and will encourage dialogue and reflection that will enable us to pinpoint concerns or problems that may arise.
3. I will provide, or will have a CCELL coordinator provide, training about service-learning for direct service supervisors, upon request.
4. I will work with volunteer site coordinators to schedule and facilitate an in-class orientation for LSU service-learning students so that the needs of the community site can be clearly articulated to LSU service-learning students.
5. I will place students with site coordinators to begin service as soon as possible.
6. I will provide feedback and assistance on concerns and problems identified by community site administrators and direct service supervisors.

Faculty/Staff Signature Date

Agency Contact Name (printed)

Job Title Agency

Phone E-mail

1. I will actively participate in this partnership or will designate another party to work with the LSU faculty member in order to create a mutually beneficial partnership.
2. I will locate appropriate service supervisors to work with LSU service-learning students as part of this partnership. Supervisors should be willing participants in the service-learning partnership and should be targeted for LSU service-learning coordinators and faculty by community site administration.
3. I will, if necessary, allow for in-service training time to be designated for service-learning orientation for supervisors by CCELL coordinators.
4. I will provide an orientation (preferably during the second week of LSU classes each semester) for the LSU service-learning students, or will be responsible for designating another appropriate person to do so.
5. I will follow suggested protocol for student placement unless it is not feasible for our program. If another protocol will be followed, I will explain the process to the LSU Service-Learning faculty member and will work with LSU service-learning faculty member to place students in a manner that suits their academic needs.
6. I will ensure that I or someone else will provide supervision, feedback, and evaluation for the LSU service-learning students who work at our service site.

Agency Signature Date

Call or e-mail CCELL (225-578-4245, ccell@lsu.edu) with any questions.