

Community Service

If you've decided to work toward a level 2 Rite of Passage, you'll need this form to keep track of your time. You will have a separate copy of this form to take with you to your service project supervisor and leave there. Your supervisor will sign the form each time you work on your project. Before you complete this Passport for the Council of Elders, you can copy the information from the form onto this page. Note: This is a slightly shorter version than the one you will be taking with you.

Service Learning Monitoring Form

I want to help make my neighborhood a better place to live. As part of my *Heroic Journey* Program, I am choosing to be involved in a community service project. In agreement with my community service supervisor, teacher or group leader, and parent or guardian, I have chosen the following project:

- My goal is to work at least _____ hours each week (or _____ hours each month) for the next _____ weeks (or _____ months).
- My schedule, arranged with my community service supervisor, is (days _____):
- **I make a commitment to**
be on time, follow my supervisor's instructions, ask for clarification if I don't understand something, keep my appointed schedule, and be a good helper.
- If I am unable to keep my appointed meetings or schedule, I will call _____ (person in charge) at _____ (telephone number) to let him or her know I will be late or absent.

Student's name _____

Supervisor's signature _____

Parent/Guardian signature _____

Community Service Supervisor Instructions

1. Apprentice _____ (participant's name) wants to participate more fully in the health and happiness of his or her community. After student discusses project in class and with you, sign the above agreement and have the student sign it.
2. Please provide clear instructions and training, if needed. Remember that this is a young person who probably has had little or no formal work experience, so please provide appropriate tasks and expectations.
3. Please monitor your apprentice regularly to see that she or he is arriving on schedule, is doing whatever work is assigned, and is meeting his or her agreements. If any problems arise, please explain what they are to your apprentice as clearly as possible. Be encouraging and supportive. Offer suggestions if the apprentice needs help.
4. Sign and date this paper each time you check on apprentice's progress.
5. Please contact the guide if either you or the apprentice has any problems completing this assignment.

Thank you for your help.

Date	Signature	Hours	Task	Date	Signature	Hours	Task