



COMMUNITY ENGAGEMENT EXPERIENCE

Volunteer Service Program Guidelines

(Revised 2024)

The Community Engagement Experience is a one-time service project of at least 20 hours that each WCS student will complete as a graduation requirement. After requesting and receiving approval from WCS, the high school student will volunteer for a local, non-profit organization and write a reflective response about their experience. The Community Engagement Experience must be completed within a 6-month period, sometime between the end of 8th grade and Thanksgiving of the student's senior year.

The Proposal must be approved by the Dean of Students **before** a student begins his/her service work.

The volunteer service hours must involve direct service to the participating community agency or the clients served by that agency. At least 50% of the student's time must be spent with the people that the agency serves.

The service must be performed:

- Outside of WCS.
- With a single, local organization or agency located in the Delaware Valley region.
- For an organization whose purpose is that of service to the immediate community and for which volunteers perform an essential service. This would **not** include working for a political candidate or office holder in the routine performance of political duties, working in one's own church, nor working with groups whose programs are inconsistent with the Word of God.
- Within a 6-month period for a minimum of 20 hours. Up to 4 of these hours may be used for training purposes.
- As a separate requirement from other WCS service responsibilities, such as yearly service hours or National Honor Society service requirements.
- Under the direction of a supervisor who is not a family member or relative.
- At any time following the student's completion of his/her 8th grade year.

Upon completion of the 20 hours of service the student is to give his/her supervisor the Agency Evaluation of Student Volunteer (make sure the student includes his/her name), along with a stamped envelope addressed to Wilmington Christian School.

A **completed proposal** includes the following:

- 1) A Volunteer Service Proposal, signed by the Agency Supervisor, the student's parent and the WCS Dean of Students (in that order).
- 2) A completed Student Service Log clearly listing dates of completed service hours (with total number of hours served), signed by the Agency Supervisor.
- 3) A Student Self-Evaluation Form detailing the student's volunteer experience.
- 4) A satisfactory agency evaluation of the student's performance.

RESPONSIBILITIES FOR STUDENTS:

1. Talk with your parents and choose an agency or organization.
2. Submit the Community Engagement Experience Proposal to the Agency Supervisor and obtain his or her signature.
3. Have one of your parents sign the form as well.
4. Submit the Proposal to the Dean of Students for approval and signature **BEFORE** you begin your service.
5. Once approved, keep track of your volunteer hours by recording them on the Student Service Log.
6. Complete Student Self-Evaluation Form when the 20 hours of volunteer service has been completed. Return this form with the Student Service Log to the office. **This must be handed in within 6 months of the start of your service hours.**
7. Give the agency supervisor the Student Evaluation Form. This must be sent to WCS by the Agency Supervisor. It is helpful to include a stamped, addressed envelope so the supervisor can easily return your form. Address the envelope as follows:

Wilmington Christian School - Dean of Students
825 Loveville Road
Hockessin, DE 19707

8. Students will receive a letter from the Dean of Students acknowledging their completion of the program when all requirements have been met.

AGENCY LIST

Local agencies that WCS students have served in the past include the following. Students are not limited to these organizations but must receive prior authorization from the Dean of Students before beginning their project.

A.I. DuPont Hospital for Children	Local Public Library
Ashland Nature Center	Local Senior Center
Boys' and Girls' Clubs	Local YMCA
Brandywine Senior Center	Mary Campbell Center
Brandywine Zoo	Millcroft Senior Living
Cokesbury Village	New Castle Co. Safety Town
Delaware Children's Museum	Newark Parks and Recreation
Delaware Nature Society	Police Athletic League-Hockessin
Delaware Special Olympics	Read Aloud Delaware
Delaware State Parks	Regal Heights Healthcare and Rehab
Emmanuel Dining Room	Reins of Life PA
Food Bank of Delaware	Rockwood Museum
Good Neighbors	Ronald McDonald House
Habitat for Humanity	Shoes to Share
Hagley Museum	St. Francis Hospital
Kennett Area Parks and Recreation	Urban Promise

COMMUNITY ENGAGEMENT EXPERIENCE PROPOSAL

Student Name: _____

Date: ____/____/____

Agency Name: _____

Phone Number: _____

Agency Address: _____

Purpose of Service Project: _____

Anticipated Start and End Dates: _____

Agency Supervisor

As supervisor to (student) _____, I agree to guide his/her volunteering done under my direction and to submit a final evaluation of the student's work.

Print Name: _____

Title: _____

Signature: _____

Contact phone or email: _____

Parent

I, _____, parent/guardian of _____, hereby agree that he/she may participate in this proposed Community Engagement Experience which has been approved by the Dean of Students and by myself to fulfill the WCS graduation requirement. I further agree that Wilmington Christian School is hereby released and held harmless from any and all liability for damages to person and property resulting from, on account of, or in any way arising out of, my child's participation in the Community Engagement Experience.

Signature: _____

Dean of Students

I have examined _____'s service proposal and find it to be acceptable.

Signature: _____

Additional Notes, Etc.

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STUDENT SELF-EVALUATION

This self-evaluation is an important part of your volunteer service and overall evaluation. Upon completion of your 20 hours, please respond to each of these questions. You may use the back of this form or attach an additional sheet if necessary.

Student Name: _____ Agency: _____

Dates of Service: _____

1. Explain the kind of service you performed and who benefited from your service.
2. Explain what event or aspect of this service work most stands out in your memory.
3. After completing this experience do you feel that God has revealed any skills or talents to you that you didn't realize you had?
4. Did you have a chance to share the Gospel or your personal testimony with anyone during your time of service? If so, please explain.
5. Was this an experience that you have a desire to continue, with this organization or a similar one? If so, what are some ways you could do this?
6. Explain why you would (or would not) recommend this placement to another student.
7. How would you evaluate your overall service experience? Would you change anything if you could?

Additional Notes, Etc.

AGENCY EVALUATION OF STUDENT VOLUNTEER

Agency Supervisor Name: _____ Title: _____

Contact phone or email: _____

Student Name: _____

Please rate student's performance based on the following criteria:

	Excellent	Good	Average	Weak	Not Observed	
Motivation						
Creative Qualities						
Self-Discipline						
Level of Interest						
Consistency						
Leadership						
Self-Confidence						
Concern for Others						
Emotional Maturity						
Personal Initiative						
Reaction to Setbacks						
Teamwork						
Integrity						
					Yes	No
Has the student met the specific goals for volunteering with your agency?						
Has the student been thorough in his/her duties?						
Has the student's attendance been satisfactory?						
Has the student accumulated the required 20 hours of service time?						
Would you rate the student's overall performance as satisfactory? If no, please explain:						

Please comment on the positive and/or negative aspects of the student's performance in his/her duties. Use the back of this sheet if necessary.

Signature: _____

Date: _____

Thank you for your assistance in the Community Engagement Experience at Wilmington Christian School. Please return this form to:

Wilmington Christian School - Dean of Students
825 Loveville Road
Hockessin, DE 19707