

# Planning Service-Learning

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**FIRST THINGS FIRST** - some service projects require adequate planning. Some are best implemented in **SMALL STEPS**. As you consider a service project, the following factors should be evaluated in your project plan:

**TIME:** Provide adequate time to complete a project. Keep in mind the different concerns of a diverse student body with multiple schedules to consider.

**COMMUNICATION:** Disagreements as to what is “meaningful” service or what are community needs may arise but consider needs and approve with consensus of that authentic need. Sometimes surveys help to find out what needs should or shouldn’t be addressed.

**MOTIVATION:** Throughout your project, keep focusing on the project goal. Sometimes poorly scheduled events or conflicts in timing (midterms or finals) can reduce enthusiasm. There are sometimes those who are always downers, always late or always expect one person to do EVERYTHING. Before starting, make sure there is a mutual respect of not just the goal but *how the goal is to be accomplished*. This way everyone is responsible in the beginning of the project.

**LOGISTICS:** Non-profits often lack adequate equipment or supplies. Make no assumptions for answers. Find out what you need before launching a project and make plans accordingly.

**SUPPORT NETWORK:** Some organizations have protocol – or their way of doing things. It might seem unnecessary to you but any organization’s policies and procedures should be respected. Establish a site supervisor or community contact in advance to avoid difficulties.

**NO FUNDING:** Some of the best projects have been performed on a shoe-string budget. Sometimes service activities require funding. Talk to your Instructor or an MCTC SELV-IC liaison. There may be potential sponsors waiting to help you fulfill your project goals!

**COMMUNITY AWARENESS:** If you can’t find out why your project is a bust, ask others if they know what you are doing. If you have no publicity or if your action steps are undefined to the community, you may be losing steam. Trash talkers are always part of any community, including the college setting – so, beat them to the punch by planning adequately and getting the correct information out beforehand. With any service activity, problems may arise! Don’t be discouraged. We learn from failures. When problems occur – revise, revamp and react.

## Source

Maysville Community & Technical College- Student Handbook