

Hums 120

40-Hour Community Service Assignment

Human Services 120 requires completion of a 40-hour volunteer assignment. Social work, by its very nature and name, is an interactive, interpersonal profession. In addition to knowledge of academic material (there is plenty in this class), it is essential to acquire and develop relationship skills... And to observe those skills in others in the field. Continued development of these skills is crucial throughout a social worker's career – from beginning to end.

What do you need to do to complete this part of the course? What is an "appropriate agency?" How do we verify your work? Below are the steps:

1. Begin looking for a placement right away and select a site as soon as possible. The longer you wait, the more difficult it is to complete in time.
2. **DEADLINE** – You must have a volunteer assignment by October 27, as verified by a signed **VOLUNTEER WORKER REGISTRATION FORM**. No exceptions! The form is signed by an on-site supervisor at the agency and is subject to verification by the school. You can mail or email the form.
3. The above deadline is very late... Don't wait that long!
4. You will volunteer for at least 40 hours. Keep track of your time on a **TIME SHEET**, which will be initialed and signed by the on-site supervisor. Keep track of ALL hours, including any orientation and training. Some agencies may have their own time sheets. That fine, as long as the time sheet includes hours worked the supervisor's signature.
5. At the end of the semester you will turn in an **ESSAY**, detailing the kind of services performed by the agency. This is how your volunteer service reflects in your grade for the class. Before starting your volunteer assignment READ "**Essay Specifications**" so you know what information you need to gather while at the agency.
6. The agency **MUST** provide some kind of social service. Having a trained social worker on site is desirable. Example: Volunteering in a kindergarten class is **NOT** appropriate for the assignment. Volunteering with a social worker or therapist providing services to kindergarten-age children in a school setting **IS APPROPRIATE**.
7. If you have are not sure about an agency you wish to volunteer with, check with the instructor. The ones on the provided list are appropriate.

TO COMPLETE AND TURN IN FOR THIS ASSIGNMENT

- **VOLUNTEER WORKER REGISTRATION FORM (Due October 22)**
- **TIME SHEET (Due end of semester)**
- **ESSAY (Due end of semester)**