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**Student Reflection Leader (SRL)**

**Position Description**

**SRL Qualifications**:

* Interest in service-learning and civic engagement
* Interest in developing strategies to enhance learning through reflection
* Successful completion of a service-learning class (preferred)
* Minimum GPA of 2.50
* Willingness and ability to work effectively with faculty, students, and community partners
* Enthusiasm for UNCG and our university’s vision of learning, discovery, and service

**Duties and Responsibilities of SRLs:**

OLSL

* Attend and participate in SRL Orientation Meeting (date will be e-mailed upon acceptance)
* Attend and participate in three (3) monthly OLSL training sessions and one de-briefing session (4 total)
* Provide copy of Instructor/SRL agreement to Assistant Director for Service-Learning by August 30th
* Facilitate end of semester service-learning student course surveys for OLSL
* Participate in an evaluation of the SRL program

Instructor/Class

* Attend class meetings and service events
* Guide critical reflection activities that enhance students’ curricular learning through service
* Support students in their service to community partners
* Details should be outlined in the Instructor/SRL Agreement.

 Hours

* SRLs are expected to work an average of 2-3 hours a week
	+ Not to exceed 40 hours total for a 3 credit course, 34 hours total for a 2 credit course or 25 hours total for a 1 credit course
* Students cannot average more than 29 hours per week total for all campus jobs.

**Responsibilities of Instructor:**

Student Reflection Leaders are expected to work with the course instructor to plan and facilitate reflection, thereby providing them access to faculty mentorship and knowledge about how course plans are constructed. Instructor should meet with students to discuss, agree upon, and complete Instructor/SRL agreement.

Collaboration: The faculty member is expected to work with the SRL to establish times and responsibility for leading critical reflection as part of the regular course work. These should be outlined in the Instructor/SRL Agreement.

Integration: The faculty member is expected to integrate the SRL as a peer leader into the course before, during and after students' engagement in service. This includes explicit support of the SRL to work with students enrolled in the course.

Evaluation: The faculty member will provide useful feedback to the SRL to improve her/his effectiveness in guiding critical reflection and assisting students in their service.

**SRL Compensation:**

$350.00 stipend (for a 3 credit course, $275 for a 2 credit course, $200 for a 1 credit course) payable to the SRL at the end of the semester upon completion of duties and responsibilities. (Student should contact OLSL *prior* to starting their position to confirm how among various options if the stipend might be distributed. We work hard to assure there are no conflicts with student financial aid and other issues.)

**Benefits to Students:**

This program provides students with the opportunity to develop their competency as leaders and educators among their peers through academic service-learning. Through the workshops provided by OLSL, students will:

* learn how to facilitate written and oral reflections
* gain leadership skills, particularly in working with peers and collaborating with faculty and community members
* talk with fellow SRLs about experiences and challenges
* have the opportunity to work closely with a faculty member to develop learning activities
* explore personal and professional interests in teaching, leadership, service-learning and community engagement!

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**Part I: Instructor Request for Student Reflection Leader (SRL)**

*(to be completed by the* ***instructor****)*

Instructor’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Course Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Academic Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title/Position at UNCG: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Office Phone #: (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approximate number of students enrolled in course: Undergrads: \_\_\_\_\_\_\_\_\_ Grads: \_\_\_\_\_\_\_\_\_\_

Name of Suggested SRL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_ Status (check one): Undergrad \_\_\_\_ Grad \_\_\_\_

1. How will a Student Reflection Leader improve students’ learning in this course?

2. How will the Student Reflection Leader be incorporated into the course? (Please

describe the types of activities in which an SRL will be involved. You may attach a syllabus to indicate dates/activities, if available.)

3. The Office of Leadership and Service-Learning provides monthly workshops to help SRL develop their skills as reflection facilitators. What type of skills would you like your SRL to develop that may enhance your teaching?

**Please return to: the Office of Leadership & Service-Learning, 217 EUC or knmorett@uncg.edu**

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***Part II:* Student Reflection Leader Application**

*(To be completed by the* ***student****)*

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Status (circle one): FR SO JR SR GRAD

UNCG e- mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #: (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City, State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_

Permanent Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City, State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_

Major(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Minor(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ GPA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you taken a Service-Learning Course? \_\_\_ Yes \_\_\_ No

 If Yes, what course? (course title): \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Instructor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please submit the following with your application by May 15, 2015**:

1. A typed, one-page personal statement that includes descriptions of: (a) your experience with leadership and service either in courses or as a co-curricular activity, (b) why you would like to be a Student Reflection Leader (SRL), (c) and what you hope to learn as a result of attending the required workshops and serving as a SRL.
2. Your Fall 2015 class schedule.

I acknowledge that the information contained in this application is factual and is a realistic assessment of my abilities. Because I recognize that being a Service-Learning Reflection Facilitator carries with it both privileges and responsibilities, I hereby give permission to the Office of Leadership and Service-Learning to obtain information from the appropriate sources regarding any disciplinary and academic records (including verification of G.P.A.). This information will be used for the sole purpose of determining my personal attributes and suitability for this position as a student facilitator. I have read and understand the Service-Learning Reflection Leader (SRL) job description and position expectations. By signing this form, I agree to adhere to these expectations if chosen for the position.

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

**Please return materials to: the Office of Leadership & Service-Learning, 217 EUC or electronically to** knmorett@uncg.edu