INDEPENDENT PROJECT

Some students have particular interests and as such may wish to develop their own project or support an approved agency. If you do not wish to complete the projects the College has to offer and instead wish to complete your fifty hours of service work through service to an agency or by developing your own project.

When registering for your project you will need to sign up for an 'Independent Project'. If you choose this option you must have approval prior to commencing.

Agency Work

You will need to contact an agency to arrange your service. You may only do your service at an approved agency. Only agencies that meet the College’s criteria will be considered. You must gain approval FIRST by completing the 'Application to participate in Christian Service Learning'.

When contacting an agency, identify yourself as a Servite student and ask about the possibility of serving at their organisation. You must give agencies advanced notice of your intended service otherwise they may not have space due to other schools also using them for their Christian Service Learning programmes.

Remember to be polite and well behaved at all times as you are representing the College while you are serving at these agencies, even though you may not be in uniform.

You need to understand that agencies are not obliged to take you on and in fact may refuse you as positions have already been filled by other students and adult volunteers.

Remember to get your Record of Service signed by someone at your place of service as that is the only verification available that you have indeed served the agency.

If you make arrangements you MUST honour them. Accepting student volunteers often creates more work for the agency and it is unacceptable to simply not attend you service.

Most agencies prefer that you commit to a series of times rather than one off sessions and it is recommended that you attend with another student. Also, some agencies require an orientation before you begin service.

If an agency requires the College Insurance Policy this is available from the CSL Coordinator. To maintain your safety, please ensure that you inform the agency of any health issues that would be appropriate for them to be aware of.
In completing this project students will need to

1. **Plan**: Show evidence of your planning for this event.

2. **Conduct the event**:
   a. Attend all organised sessions
   b. Have your supervisor sign your Record of Service at the completion of each session
   c. Gather evidence of your participation
   d. Report back to the community on your participation and achievements at the event
   e. Write an article for the Iservi including photo’s / video of the event

3. **Reflect**: Complete the post event reflection for submission.

**Additional Information**: Approved participants will be given access to the Agency Work Team. The Team Site has many additional resources for you to access and details on advocacy, fundraising and your project reflection. Once approved please visit the Team for full details.