Community Partner Memorandum of Understanding for Partnership with Drury University

As a Community Partner/Volunteer Service Site you agree to:

- Work with the Office of Community Outreach and Leadership Development in the development and monitoring of volunteer assignments.
- Help Drury volunteers keep a record of their service hours to report to the Office of Community Outreach and Leadership Development.
- Provide appropriate training, direction, and supervision to all volunteers working with the Community Partner.
- Confer regularly with the Office of Community Outreach and Leadership Development to assess the program and placement and process.
- Designate a coordinator to serve as a liaison between the Community Partner and the Office of Community Outreach and Leadership Development.
- Undertake reasonable measures to ensure the safety of volunteers at the Volunteer Service Site.
- Allow the Office of Community Outreach and Leadership Development to request a removal of a volunteer at any time.
- Complete and sign release of liability form.

The Office of Community Outreach and Leadership Development agrees to:

- Recruit and enroll Drury students/employees to be placed at the Community Partner/Volunteer Service Sites and projects.
- Assist as able to and when requested by the Community Partner in the development of volunteer placement, orientation, training, and other project related activities.
- Refer volunteers to the Community Partner upon the Community Partner’s review and approval and upon the Drury volunteers’ acceptance.
- Periodically monitor project activities at the Community Partner/Volunteer Service Site.
- Facilitate and review volunteer placements.
- Allow the Community Partner to request a removal of a volunteer at any time.

Other:

- Drury University is an open and welcoming community from a rich variety of cultures, races and socio-economic backgrounds. The mission and goals of the university dedicate the institution to being a community which “affirms the quality and worth of all peoples” and appreciates the “diversity of human culture, language, history and experience.”
- Drury University does not discriminate on the basis of disability, race, color, religion, gender, age, sexual orientation, national or ethnic origin, or veteran status in its programs and activities. This policy extends to all volunteer and engaged learning activities. Therefore, Drury University and the Office of Community Outreach and Leadership Development seek to partner with organizations that provide services to all who seek them regardless of disability, race, color, religion, gender, age, sexual orientation, national or ethnic origin, or veteran status. Drury
reserves the right to decline partnership opportunities if the university feels this requirement is
not fulfilled by the potential partner organization.

o The Office of Community Outreach and Leadership Development shall have no direct supervision
or control over the Drury volunteers in their performance of their responsibilities for the
Community Partner. Drury Volunteers placed at the Volunteer Service Site shall be under the
exclusive control and direction of the Community Partner while performing their volunteer
responsibilities.

Please email a copy of all forms/paperwork that your organization requires volunteers to fill out as well
as any type of insurance you provide to volunteers to leadership@drury.edu.