The Summit Park Leadership Community engages Drury University students in an experiential learning environment that focuses on the principles of leadership while incorporating the value of community service. Teams of students will focus an entire academic year of residency to design, organize and implement a service-learning project based on the idea that leadership is a purposive process that is ultimately concerned with fostering positive change.

Applications for admission can propose a project based on any community issue as long as it serves a nonprofit or agency serving the public good and is in line with Drury’s mission and values.

All projects must include a related 15 hours per semester per student of community service. The Office of Community Outreach & Leadership Development is happy to help you find a partner and/or project. Contact information: FSC 117, rgipson@drury.edu, 417-873-7608.

**STUDENT ELIGIBILITY**

To be eligible for the program, students must have at least a cumulative 2.5 GPA, be a full-time student, have graduated from high school before August 2015, and be in good academic standing with the University. Preference is given to student groups who will be sophomores during the Summit experience; however, any student group may apply.

Project proposals should be for teams of four or eight members. Summit Park is gender inclusive. Residents may select roommates of a different sex or gender. In case of a vacancy, the Housing office will not place men and women together unless they mutually select each other.

**APPLICATION PROCESS DATES:**

**Informational Sessions:**

- Thursday, January 29th, 2018, 12:00 PM
- Tuesday, January 30th, 2018, 4:00 PM
- Wednesday, January 31st, 2018, 8:30 PM
  
  All Info Sessions are in FSC 204.

  Each member of your group must attend one session.

**Applications Due:**

- Friday, February 23rd, 2018 | 12:00 PM

  Submit one hard copy of your application and supporting documents to Community Outreach & Leadership Development in FSC 117
  AND email one electronic application to rgipson@drury.edu.

**Project Presentations/Interviews:**

- Tuesday, February 27th, 2018 | 2:00-8:00 PM in FSC 204
- Wednesday, February 28th, 2018 | 2:00-8:00 PM in FSC 204

  5 min. overview of application and follow-up questions.
  Every member in your group must attend and speak.
  Qualifying teams sign up for a time slot outside of FSC 117.

**Notification of Group Selection:**

- Thursday, March 1st, 2018 | 12:00 PM | via email
COMMUNITY ENGAGEMENT
The inclusion of a service-learning project that has a minimum of 15 hours of community service per semester per student is required for all project proposals. The focus of the Summit Park experience is leadership through community engagement and the Summit course will emphasize service-learning. Service-learning is a teaching and learning strategy that integrates meaningful community service with instruction and reflection to enrich the learning experience, encourage civic responsibility, and strengthen communities.

ACADEMIC CREDIT
Students will earn one credit hour per semester (one credit hour in the fall semester and one credit hour in the spring semester). Students will be required to attend class once a month on predetermined dates (typically Monday from 6:00-8:15pm). The course will focus on service-learning, personal and professional development, and leadership skills through a variety of speakers, activities, and reflection. Students must enroll in the leadership course each semester: PDEV 271 in the fall and PDEV 272 in the spring. The course does not incur course overload fees. It will be the responsibility of the student to register for the class.

ENGAGED LEARNING
Passing both PDEV 271 and 272 fulfills one Engaged Learning CORE graduation requirement. Summit Park Leadership Community also counts towards two requirements on the Drury Leadership Certificate.

BUDGET
Each four-team project is eligible for a maximum $300 project budget per academic year, and groups of eight are eligible for $600. The funds can be used for expenses related to the execution of the project and its related events. All expenses must be tax exempt and documented with original receipt for reimbursement.

MID-YEAR EVALUATION
Each project will be evaluated throughout the year. Teams will be responsible for meeting with their community partner and their faculty/staff project advisor to track the progression of the project, reflect on what they are learning and community outcomes. Groups will provide a written portfolio and presentation at mid-year in December 2016.

FINAL PROJECT DISPLAY AND EVALUATION
Each project will be accountable for presenting project outcomes (reflections on challenges, personal and team development, benefit to the community, etc...) at the conclusion of the academic year to an audience of students, faculty, staff, and community members. A final written reflection by each team member will also be due encompassing the same information.

CERTIFICATE OF COMPLETION
Teams successfully completing a project will receive a certificate of completion highlighting the accomplishments of their project.

CHANGES IN MEMBERSHIP
If a group is selected to live in Summit and a team member transfers, the group must find a replacement to live in Summit and participate in the service project and ensure that the original number of hours committed to the community partner are completed. If a student drops out of Summit, then the individual who has chosen to leave the program must find someone to live in Summit and participate in the service project. Replacements must be approved by all team members. Any additions to the original group must meet all Summit requirements and be in good academic standing.

Go to http://www.drury.edu/du/volunteer/Summit-Park-Leadership-Community/ for FAQs.
APPLICATION FOR ADMISSION

The selection committee has only your application materials and presentation/interview to base their decisions on so please be thoughtful and thorough. Selected students will complete the Summit Park housing contract during room selection in the Hoblit Suite in Freeman Hall (DATE & TIME TBA)

PROPOSED MEMBERS

Project proposals should include teams of four or eight members. Summit Park is gender neutral. Residents may select roommates of a different sex or gender. In case of a vacancy, the Housing office will not place men and women together unless they mutually select each other. All students applying must participate in the project for both semesters of the academic year. To be eligible for the program, students must have at least a cumulative 2.5 GPA, be a full-time, day student, have graduated from high school before August 2015, and be in good academic standing with the University.

Please type all responses. Complete only one application per project/team. You must complete all parts of the application and answer all questions for your application to be considered complete. If you cannot include some piece of information, explain why you have not included it.

Please include the following information for each member of the team:

* Name
* ID Number
* Year/Semester
* Local Address
* Contact Number
* E-mail

COMMUNITY ENGAGEMENT & SHARED PURPOSE

1. Who is your community partner and what is their mission?
2. What is the key community issue your group will be focusing on throughout the year?
3. Explain why you chose to address this issue? Why does it interest your group and what is its relevance in our community?
4. Describe your service project.
5. Why is your service project important to the community partner?
6. Why is your service project important to our community?
7. What are the main goals of your service project (include what positive change you hope to create)?
8. What is your proposed plan of action to achieve your project goals?
9. What is your proposed timeline?
10. What is your proposed budget?
COLLABORATION

11. How does your team know each other?
12. What types of activities are your group members currently involved in or plan to be involved in next year?
13. What skills does each team member plan to use to support the project?
14. What role does each group member plan to play (budget, public relations, community and faculty liaison, activities coordinator, etc…)?
15. What is your action plan to handle disagreements and conflict with respect?
16. Who will serve as your faculty/staff advisor? The team is required to meet at least two times per semester with the faculty/staff advisor. Please attach a statement of support from the faculty/staff member you wish to collaborate with during the 2016-2017 academic year.
17. Who will serve as your community advisor? This should be your main contact from your community partner (the nonprofit/agency you are serving). The entire team is required to meet at least three times per semester with the community member. Please attach a statement of support from the community member and organization you wish to collaborate with during the 2016-2017 academic year. At a minimum, the statement should include their willingness to partner with your group. In order to strengthen your letter of support, consider asking your community advisor to speak to the importance of your project to their organization.

LEARNING

18. What do you hope to learn from the Summit experience?
19. What leadership and skills do you hope to gain or improve upon from the Summit experience?
20. How do you plan to track your progress so that you can report community outcomes and share what you learned? In the past, teams have developed and used blogs and social media to share their unique project to the Drury community. At a minimum, blogs/social media should be updated monthly.

21. Anything else you would like us to know as we consider your application?

22. Print the Community Partner Memorandum of Understanding AND Consent and Acknowledgement forms (pages 5, 6, and 7) and share them with your community advisor. Get the consent form signed by your community partner and submit with the hard copy of your application.
Dear Potential Community Partner,

The Summit Park Leadership Community engages Drury University students in an experiential learning environment that focuses on the principles of leadership while incorporating the value of community service. Teams of students will focus an entire academic year of residency to design, organize and implement a service-learning project based on the idea that leadership is a purposive process that is ultimately concerned with fostering positive change.

Thank you for agreeing to partner with a team of students who are applying to live in Summit Park Leadership Community. These students are applying to live in Summit and if selected, will be committing an academic year to serving your organization. If selected, this group of students will start volunteering for you this fall. The students are expected to work with you to develop a mutually beneficial service-learning project that meets your needs and supports your mission while allowing them to learn about community issues and develop their skills.

At the core of Drury University's mission and vision is a commitment to educating and developing "students to become engaged, ethical and compassionate citizens for servant leadership in communities characterized by change, complexity and global interdependence." Our community partners are essential to fulfilling this vision and the office of Community Outreach and Leadership Development is committed to forming mutually beneficial relationships that not only engage our students and enrich the Drury community, but also support our community partners in fulfilling their missions and meeting community needs. Thank you for partnering with the Drury community!

Please review the Memorandum of Understanding for Partnership and sign the Consent, Acknowledgement, and Release form and return to the students.

Please don't hesitate to contact our office’s Director with any concerns you may have at rgipson@drury.edu or 417-873-7608.

Sincerely,

Community Outreach and Leadership Development
Drury University
leadership@Drury.edu
417-873-6803
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, 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 the Consent and Acknowledgement 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.
- 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 rgipson@drury.edu
**Needs to be completed by someone from your agency with legal authority to give consent.**

The undersigned, on behalf of the organization identified herein, and as an authorized representative with authority to bind the organization identified herein, hereby acknowledges that the organization has requested a partnership with Drury University and agrees to the terms, conditions, and responsibilities outlined in this Memorandum of Understanding. The organization identified herein agrees to indemnify and hold harmless Drury University, its students, faculty, staff, employees, volunteers, trustees, officers, and agents from and against all claims, demands, causes of action, damages, liabilities, costs, and suits arising out of or resulting from this Memorandum of Understanding and/or any personal injury or damages to any organization volunteer, employee, staff, officer, agent, or member in connection with the work or service performed in connection with this Memorandum of Understanding or any partnership between Drury University and the organization. The organization agrees for the information provided pursuant to this Memorandum of Understanding to be represented on the Drury webpage and in social media and volunteer recruitment efforts.

If you have any questions, please contact Drury University’s Director of Community Outreach and Leadership Development, Ryan Gipson, at 417-873-7608.

_____________________________________________________
Organization Name

_____________________________________________________
Organization Address

_____________________________________________________
Organization Phone Number

_____________________________________________________
Email

____________________________________________________________
Print name

_____________________________________________________
Signature Date

Thank you for partnering with us!

For Office Use Only

Summit Park Leadership Community
Return to Drury University
Director of Community Outreach and Leadership Development, Ryan Gipson
rgipson@drury.edu, FSC 117, 417-873-7608

Date Received: