

Education at Kent State University goes beyond textbooks, lectures, and the walls of a classroom. The **Office of Experiential Education and Civic Engagement (OEECE)** promotes a culture of active and engaged learners by integrating opportunities for students to apply theories and knowledge into real world experiences. **Student Service Leaders are peer leaders who help to further the mission in OEECE by providing students with meaningful hands on learning opportunities by serving their communities and reflecting on their experiences.**

All Student Service Leaders commit to:

- Attending monthly meetings
- Reading their campus email and strive to use the 48 hour response rule
- Participating in one Reflection Training, one Cultural Diversity Training, and one approved “elective” training (DEI, conference, workshop, etc.)
- Serving as a leader for 4 Super Service Saturdays per semester
- Presenting at 1 FYE or Informational Table each semester on behalf of OEECE
- Administering evaluations after any and all service-learning experiences
- Facilitating group reflection sessions following each volunteer opportunity

All Student Service Leaders serve many roles:

#### Community Builder

- Acts as a community facilitator by developing an atmosphere that promotes a sense of belonging, support, and affiliation
- Fosters a rapport with each student in their small group and encourages participation from everyone
- Facilitates small group meetings for general communication, sharing information, and/or generating enthusiasm
- Encourages ongoing involvement in OEECE programs, academic programs and campus activities

#### Administrator

- Assists in planning and implementation of OEECE programming and services including Super Service Saturdays, Day of Service Events, and Alternative Spring Break Trips
- Develops a positive and supportive relationship with faculty, administrators and all staff who work in conjunction with the OEECE during the service experience
- Completes administrative tasks as related to the Student Service Leader team

#### Leader

- Knows and understands the rationale for University policies and procedures and interprets and enforces them effectively
- Develops a positive working relationship with the service professional and peer staff members.
- Assists in maintaining order in emergency situations
- Communicates consistently, effectively, and efficiently with professional and peer staff members
- Is intent on becoming a part of, and supporting, a team that will serve students, the University, and the OEECE professional and peer staff members
- Maintains positive relationships with the OEECE staff and peer staff members
- Is expected to maintain a high level of ethical standards and a professional attitude while leading in OEECE.

#### Peer Helper

- Is familiar with campus and community resources
- Knows and understands the philosophy of the Office of Experiential Education and Civic Engagement and is familiar with our community partners
- Helps students adjust to life at Kent State
- Acts as a referral agent for academic and co-curricular concerns and during serious or emergency situations