



# Volunteer Resource Center

UNIVERSITY OF COLORADO **BOULDER**

**A SERVICE OF CU STUDENT GOVERNMENT**

## Alternative Breaks - Site Leader Position Description

### **About Alternative Breaks:**

Alternative Breaks sends teams of college students to engage in community-based service projects during each college break, providing opportunities for students to learn about the challenges faced by members of communities with whom they may otherwise have had little or no direct impact. This immersion enables students to experience, discuss, and understand social issues in a significant way and ultimately, become active citizens in their communities.

### **Site Leader Position:**

Each Alternative Break trip is led by two Co-Site Leaders. Site Leaders are responsible for planning all aspects of an Alternative Break trip, which includes recruiting participants, facilitating pre-trip meetings, and leading the group during the trip. In addition, Site Leaders create safe spaces for learning and reflection, encourage and foster full participation, and implement the philosophies of the Volunteer Resource Center and Alternative Breaks program.

Site Leader Training will prepare Site Leaders to learn about and facilitate the learning of others around the intersectionality and complexity of varied social and environmental issues. Through training and successful leadership of an Alternative Break trip, students will be able to value and implement ideas of reciprocity, active citizenship, community building, and culturally competent leadership.

### **Qualifications:**

- Must be a full time, fee paying undergraduate or graduate student at CU Boulder
- A cumulative GPA of 2.5 or higher
- A positive attitude and a drive to make change in our communities
- Knowledge, passion, and commitment to social issues and social change
- Be available to attend and lead an Alternative Break trip and all other additional trainings and events

### **Expectations:**

The Site Leader role is an eight month commitment from September through April. By accepting a Site Leader position, I understand that I am agreeing to all of the responsibilities stated below:

#### **Alternative Break Values**

- Commit and uphold the mission, values, and goals of the CU Alternative Break program and the Volunteer Resource Center.
- Commit to learning about your trip topic, the community in which you will be serving, and to facilitate dialogue with your participants about these topics.
- A commitment to engage in and learn about sustainable practices.
- To commit and abide by the alcohol and drug free policy of CU Alternative Breaks.
- Represent CU Boulder, the Volunteer Resource Center, and the Alternative Breaks program in a mature, responsible, and positive way at all times.

### **Communication**

- Contact and stay in close communication with the community partner, ask appropriate and required questions, and make arrangements for a week of service.
- Communicate expectations to your participants in an accurate and timely fashion.
- Communicate any and all emergencies with the on-call Volunteer Resource Center staff during Alternative Break trips.

### **Participant Development**

- Participate in the recruitment of trip participants.
- Engage, plan, and facilitate 4 Pre-Trip meetings for trip participants in the spring semester, which include education of social issue and team building activities.
- Be aware of group dynamics and work to instill positive norms and group agreements.
- Prepare and facilitate on-site, daily reflections in collaboration with your Co-Site Leader.

### **Participation and Training Commitments**

- Attend all trainings and events related to the Site Leader position that are outlined below.
- Complete all necessary trainings and assignments as discussed in the bi-weekly Site Leader Trainings. This will include, but is not limited to: the creation of a trip budget, Travel Card training, van certification, and reconciliation of final expenses.
- Participate in two meetings per semester with the VRC Advisor assigned to your trip.
- Site Leaders are held to the Alternative Breaks Code of Conduct and Financial Agreement.

### **Social Justice Focus**

- Be willing to learn how social group identities influence the exchanges and relationships with communities that are similar or different from your own identity groups.
- Be willing to learn key concepts of social justice and to identify ways in which they apply to your Alternative Break trip.

### **Required Attendance:**

Site Leaders are required to attend all trainings and events listed below.

- Site Leader Training
- Site Leader Fall Retreat
- Site Leader Spring Retreat
- Reveal
- Pre-Trip Meetings
- Alternative Break Trips
- Reorientation

By signing the following, I have read, understand, and agree to uphold, commit, and execute all expectations listed to the best of my ability. In addition, I understand that additional duties and requirements may be asked of me. I understand that by violating any of these expectations, I may lose my role as a Site Leader in the Alternative Breaks program.

Site Leader Name: \_\_\_\_\_ Date: \_\_\_\_\_

Site Leader Signature: \_\_\_\_\_