Name:	
Date:	
Class/Section:	

Performance Task Description:

There is no better feeling than being able to identify and solve a challenge in your community. Service to your community is a way to give back and helps to make positive change and improve lives. As a servant leader, you will be responsible for leading this change. You and your team will investigate a common need within your community to develop and implement a community service project. You will document this community service project through an impact plan that addresses your community need and your expected outcomes that will improve your community. You and your student team will present your community service project to various groups to advocate for the sustainability and longevity of their impact plan. In doing so, you and your team will demonstrate the power to create meaningful impact and create real change within your community.

Goals:

- You will define servant leadership and the characteristics and benefits of altruism.
- You will develop and demonstrate the 10 characteristics of servant leadership including: Listening, Empathy, Healing Awareness, Persuasion, Conceptualization, Foresight, Stewardship, Commitment to the Growth of People, Building Community.
- You will evaluate problems in their community and apply leadership skills to create goals that improve the lives of people or address community issues.
- You will conduct research and a simple needs assessment to determine the needs of individuals or a community.
- You will apply servant leadership skills to develop a community service projects that helps people or helps to shape their community.
- You will implement a community service project.
- You will apply technology to implement a community service project.

Essential Questions:

- What is servant leadership and how can you apply qualities of servant leadership in your classroom, school, and community?
- What is altruism and how can you apply altruistic characteristics in your school, home, and community?
- What qualities and values define a good citizen?
- How can community service help to develop career and executive skills while also supporting personal growth and citizenship?
- What types of careers help people and shape communities?
- How do your personal values and goals relate to servant leadership?

Directions:

Step 1: Conduct Research on Community Service Projects

- Determine team roles and responsibilities—teams can develop a team contract as necessary
- Define primary and secondary data sources needed to conduct a needs assessment to create a community

Directions:

service project
- Develop and implement a needs assessment that collects primary data sources
- Apply data analysis techniques to analyze both primary and secondary data collected through a needs assessment to influence the community service project

Step 2: Define the Community Service Project and Impact Document
- Develop a goal statement for the community service project
- Develop impact statements for the community service project
- Develop an evaluation plan for the community service project
- Develop a project plan to implement the community service project

Step 3: Implement the Community Service Project
- Implement project management techniques to complete the community service project—teams can develop project schedules, performance management plans, risk logs, and evaluation plans as necessary
- Note: If the community service project can be done in class, class time should be given to student teams to complete PBT 2. If the community service project needs to be completed outside of class, classroom time can be used for project planning

Step 4: Present and Advocate for the Community Service Project
- Develop a presentation and present the community service project to a select presentation group, which can include but is not limited to another class within the school, school faculty, community partners, the chamber of commerce, a faith-based group, etc.
- Complete the impact document which lays the groundwork for the community service project and can be used to advocate to continue the project

Resources:

- Needs Assessment Template
- Community Service Project Impact Document Template
- Team Contract Template
- Project Schedule Template
- Risk Log Template
- Performance Management Template
- Project Evaluation Template

Please refer to: 129 examples of community service projects to reference ideas for developing a community service projects. Remember that you do not have to choose a project on this list. The list is meant to be an example of the type of project that are possible.

Below you will find a suggested tool for creating your project teams and crafting your needs assessment:
http://montana4h.org/documents/volunteer/volunteer_webinars/2014.11.25_AK_Service%20Learning%20Action%20Plan.pdf

Needs Assessment Template

Team Name:

A needs assessment is used to develop a snapshot of local policy, systems, and environmental change strategies currently in place and helps to identify areas for improvement. With this data, communities can map out a course for health improvement by creating strategies to make positive and sustainable changes. In this unit you will develop a needs assessment that includes both primary and secondary data sources to determine what action your team should take to implement the community service project. Specifically, student teams will:

- Develop a short needs assessment that includes primary sources (5 to 10 questions); and
- Conduct research using secondary data sources during class through the provided resources.

Remember there are several methods for collecting primary sources of data, including questionnaires, observations, focus groups, interviews, and case studies.

Needs Assessment Template: In the space below respond to the questions to further define the type of primary and secondary data that the needs assessment will address. Determine the scope of the community service project and how data will be collected.

In the space provided below determine the scope of the community service project:	
What types of community issues does the student team want to address?	
What type of impact does the student team want to have on the community?	
Based on these two responses, what type of detail should the needs assessment include?	

In the space provided below determine how primary and secondary data will be collected, the timeline for collection, and guiding questions for the primary and secondary data collection:	
What type of primary data need to be collected to inform the community service project?	
What is the best method to collect the primary data and with what audience?	
Based on the above responses, generate 5 to 10 questions for the primary data collection:	1. 2. 3. 4. 5.
What type of secondary data need to be collected to inform the community service project?	
What is the best method to collect the secondary data and from what source?	

Based on the above responses, generate guidelines to inform secondary data collection.	1. 2. 3. 4. 5.

Community Service Project Impact Document Template

Team Name:

The Community service Project Impact Document is a framing tool to define the project, the impact the project will have on the community, procedurals steps to accomplish the project, and ways in which the project can be sustained. The impact document will serve as a project planning tool for the student team. Additional student templates are provided to develop a team contract, project schedule, performance management plan, risk log, and project evaluation. Student teams should use template tools as needed.

Impact Document Template: In the space below define the community service project and the impact the project will have on the community.

In the space provided below, list characteristics of the community service project:	
Develop a goal statement for the community service project:	The goal statement should address what the community service project will achieve
Develop an impact statement for the community service project:	The impact statement should address the type of impact the project will have on the community

Develop two metrics that the community service project will address (must be based on needs assessment):	1. Metrics should be specific and based on data collected through the needs assessment 2. Metrics should be measurable during the term of the community service project—and have a defined baseline and target

In the space provided below, describe how the student team will execute and evaluate the community service project:	
How will team members' roles and responsibilities be developed and coordinated to execute the project?	
How will team members' actions steps be defined and coordinated to execute the project?	
What process will the student team use to identify and eliminate risks associated with	

the project?	
What process will the student team use to manage team performance and individual student performance associated with the project?	
How will team members develop an evaluation plan to evaluate the project?	

Team Contract Template

Team Name

_____

These are the terms of group conduct and cooperation that we agree on as a team.

Participation: We agree to…

_____

_____

_____

_____

Communication: We agree to…

_____

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Meetings: We agree to…

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Conduct: We agree to…

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Conflict: We agree to…

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Deadlines: We agree to…

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_____

Team Member Signatures	