

### Community Service Documentation for Leadership Road Map Credit

*(To be used for community service not sponsored by Leadership Center)*

**Students must complete four (4) hours of community service as part of the requirements for the Center for Leadership Development's (CLD) 1<sup>st</sup> YR Road Map. This form is only used for documenting hours that are acquired through community service projects not organized and sponsored by the CLD.** CLD sponsored Community Service events are documented by the Leadership Center Staff at the time of the community service project.

**This section to be completed by student (use additional paper if necessary):**

**Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- 1) Name of organization?
  
- 2) What is the organization's mission?
  
- 3) Describe your role and responsibilities in the organization.
  
- 4) Describe the type of direct supervision you provided (if applicable).
  
- 5) What leadership lessons did you learn from this experience? How will this experience help you to meet your leadership goals?
  
- 6) Number of volunteer hours completed \_\_\_\_\_.

**This section to be completed by advisor/faculty member/supervisor:**

	Did Not Meet Expectations	Met Expectations	Consistently Exceeded Expectations	Provided Superior Service	Comments
Were project goals achieved?					
Did your organization benefit from the students work?					
Additional Comments:					

**Student's Signature:** \_\_\_\_\_

**Project Coordinator's Signature** \_\_\_\_\_

**Phone/E-mail:** \_\_\_\_\_