Alternative Spring Break Coordinator 2013-14

Skills Knowledge and Abilities Required:
Superior skills in the following areas: understanding of service-learning, program planning and implementation, leadership, written and spoken communication, research, time management, computer.

Skills Knowledge and Abilities Preferred: budget, marketing, team building, cross-cultural understanding, and project assessment.

% of Time/Duties

40% Pre-trip planning involves the following: Marketing the ASB program to perspective students, organizing and implementing selection process for interested students, setting up organizational and team building meetings for prospective students, communicating with sponsoring agencies, researching and implementing educational component, assisting with transportation and food arrangements.

35% Alternative Spring Break—Lead the trip for five days over spring break: Sunday - Thursday

20% Post trip follow up--assist with the assessment of the trip, assist with the planning of the Volunteer Recognition Ceremony in May, 2014.

5% Train new ASB leader.

In exchange for the above duties, the ASB leader would receive 2 units of independent study for the fall, winter, and spring quarters.

Updated 3/18/13