



MONSANTO



High School Student-Volunteer Community Service Award Nomination

The Missouri Community Service Commission (MCSC) and the East Missouri and West Missouri Districts of Optimist International have established a state-wide high school outstanding student-volunteer community service recognition awards program. Freshmen, sophomores, juniors, and seniors of every high school in Missouri are eligible to be nominated if they meet or exceed the nomination criteria. High schools will be grouped into 20 Areas. Four outstanding recipients will be selected from the nominations received from the high schools in each Area. From those recognized at the Area level, eight outstanding student-volunteers will be selected to receive an award. For this 2011-2012 award period, the MCSC is most grateful that the Monsanto Company has generously provided funding for the eight \$1,000 scholarships. Please see "Community Service Defined: Expected Questions" on the MCSC web site www.movolunteers.org for questions about qualifying community service. Community service completed both within and outside the school year is acceptable. Hours may be served at community organizations approved by the student-volunteer's place of education. Immediate family members of current MCSC Commissioners are not eligible for these awards.

Interested student-volunteers must (1) have one approved organization in which they have served during this 2011-2012 program period of June '11 – February '12 complete the community service evaluation section of this nomination package; (2) complete a student-volunteer log of activities (use an existing form or the sample provided in this nomination package); and (3) have their high school counselor or scholarship coordinator verify their eligibility and certify their volunteer service by February 3, 2012. The high school will then select one student-volunteer from each grade from the pool of applicants to be considered for the Area Award and forward these four nominations to the local Optimist Club High School Coordinator by February 10, 2012. A list of Optimist Area Coordinators will be made available at a later date on www.movolunteers.org. Area Coordinator information will also later be available by calling the MCSC staff at (toll free) 877-210-7611 or (local) 573-751-7488. Area and elite eight award recipients will be notified by April 29.

2011-2012 Nomination Criteria

1. Be a positive school citizen.
 - a. Demonstrated caring and considerate attitude toward other students and faculty
 - b. No office discipline referrals
2. For community service to be considered for this award, it must be completed by February 3, 2012. To qualify for nomination, student-volunteers must meet or exceed 50 to 200 community service hours based upon their high school grade level. Community service hours accumulate each year. Hours completed in one year will be counted toward the qualification level of the next year.
 - Freshman 50 volunteer hours to qualify
 - Sophomore 100 cumulative volunteer hours to qualify
 - Junior 150 cumulative volunteer hours to qualify
 - Senior 200 cumulative volunteer hours to qualify
3. Obtain an evaluation from a director or supervisor, civic leader, pastor, or other individual of an approved organization in which the student-volunteer has served. The duties performed in service of the community during the 2011-2012 award period will be reviewed through the utilization of the "High School Student-Volunteer Community Service Evaluation" provided in Section 2 of this nomination package.
4. The student-volunteer may not receive any payment for community service hours.
5. Student-volunteers seeking nomination for this community service award will submit a written 250 word minimum summary in double-spaced essay format regarding the educational value and/or the impactful insights that they have realized through their volunteer experience. Student-volunteers are encouraged to write this summary or essay themselves; however, they may use an advocate to help them prepare it.

Section 1: High School Certification

The following student-volunteer has been certified as eligible for this State Award and has been selected to represent his/her grade:

Student-Volunteer Name: _____

Grade Level: _____

High School Name: _____

County _____

High School Coordinator Name: _____

High School Coordinator Signature: _____

Date: _____ Coordinator Contact Number: _____

Coordinator email address: _____

(Optional) Student-Volunteer email address: _____

How do we best contact the Coordinator for receipt of an Award? _____

Please attach the required student-volunteer essay (see Nomination Criteria #5) and forward this completed nomination package, including the below Evaluation, to your local Optimist Club High School Coordinator by February 10, 2012.

Optimist International Area Coordinator # _____

Section 2: Non-Profit Organization

High School Student-Volunteer Community Service Evaluation

Non-Profit Organization Sponsor: Please complete the following evaluation of this student-volunteer.

Remember: Student-Volunteers must not be paid for their service and it must be done through an organization approved by their high school such as a nursing home, hospital, etc Volunteer work for a private business will not be accepted.

Name of community organization: _____

Contact person: _____ Phone: _____

What is your role in your organization? _____

Name of student-volunteer: _____

Year of graduation: _____

Please describe the type of service provided: _____

How many hours of service did this student-volunteer provide to your organization during the period of June '11 to Feb. '12 (Note: The Log of Activity section of this form must be completed/initialed)? _____

Are you related to this student-volunteer? No Yes

Did you supervise this student-volunteer directly? No Yes

How many high school student-volunteers have worked at your organization in the last three years? _____

How would you rate this student-volunteer in terms of the following two factors, using the 7-point rating scales that are provided (please circle the number that corresponds to your rating on each factor)?

	Poor			Average			Outstanding		
<u>(1) Responsibility/Dependability</u>									
• Shows concern for others (co-workers and those assisted)	1	2	3	4	5	6	7	NA	
• Works when expected/scheduled	1	2	3	4	5	6	7	NA	
• Arrives on time / is punctual	1	2	3	4	5	6	7	NA	
• Completes assigned tasks	1	2	3	4	5	6	7	NA	
• Listens carefully to instructions	1	2	3	4	5	6	7	NA	
<u>(2) Attitude during Work</u>									
• Shows courtesy and respect	1	2	3	4	5	6	7	NA	
• Asks questions/uses resources	1	2	3	4	5	6	7	NA	
• Accepts tasks willingly	1	2	3	4	5	6	7	NA	
• Volunteers for extra duties	1	2	3	4	5	6	7	NA	
• Helps in a difficult situation	1	2	3	4	5	6	7	NA	
• Completes what (s)he begins	1	2	3	4	5	6	7	NA	
<u>(3) Impact/value of student's volunteer activities:</u>	1	2	3	4	5	6	7		
	Very low			Moderate				Very high	

Please describe the impact/value of this student-volunteer's efforts to your organization or the community:

Did this student-volunteer recruit others to volunteer at your organization? No Yes Don't Know

If yes, please explain: _____

Name of agency person completing this form: _____ Phone: _____

Signature of agency person completing this form: _____

Date Section 2 evaluation completed: _____

Section 3: Student-Volunteer Log of Activities

Student-Volunteer: Please use an existing form or this "sample" template below to log and explain your community service activities. Please complete your log and show it to your high school coordinator on or before February 3, 2012.

Service Codes

1. Community Improvement	7. Hunger & Homeless
2. Disaster Relief	8. Literacy & Education
3. Elderly Assistance	9. Public Safety & Violence Prevention
4. Environmental	10. Youth serving Youth
5. Health Related	11. Other
6. Historical Related	

Log of Activities

Date Performed	Agency Where Volunteering & Type of Service Duties Performed	Service Code	Completed Hours	*Adult Supervisor's Signature & Phone Number
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

NOTE: By signing this log of community service activities, I attest to the fact that the above named Student-Volunteer did accomplish these service duties and did not receive payment.

Name _____
 Relationship to student-volunteer _____
 Contact number _____

Below, by number, please explain in one sentence each activity that was performed.

Explain each activity that was performed.

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

11	
12	
13	
14	
15	

Student Signature _____ **Date** _____

Parent Signature _____ **Date** _____