Considerations for finding a site for your service-learning course/assignment:

- **Transportation**
  - Can you reliably and efficiently get to the service site? Does transit run when needed and in a schedule that works with your other academic and life commitments?

- **Timing**
  - Will this work with transportation time, return time, classes, etc.? Is there a requirement for minimum weekly shifts, or length of commitment (and can you meet that minimum)?

- **Training**
  - Is the orientation process (and length of training) aligned with the timeline for the class deadlines? Will your faculty allow training hours to count toward your service requirement?

- **Communication**
  - Please communicate early, often, and politely. Email about every other day to try and contact staff; many folks say they feel bad pestering staff, but often times, staff will see your polite persistence as sincere and detail-oriented. Staff are often quite busy and would appreciate some reminders from you as they juggle multiple projects.
  - Don’t wait until the last minute—your failure to plan is not their emergency. Call as well as email-- this gives multiple ways to get in touch. Be clear in your questions and needs so they can best match you or refer you to another agency.

- **Intent and Impact**
  - Strive to be a prepared, thoughtful volunteer. Volunteers come to the experience with wonderful intentions of having a positive impact. Sometimes volunteers may not know the right information or have the skills yet. So despite good intentions, they can unintentionally have a negative impact on clients or an organization. Trainings and orientations help prepare volunteers so there is a lower risk of harming community members.
  - Additionally, some nonprofits will suggest or require a specific weekly commitment for a commitment to a duration of time (4 months). This may seem like a nonprofit is being difficult to work with, but the reality may be that they need consistent volunteers to effectively serve their clients, to allow skilled staff to be doing more specialized roles rather than coordinating volunteers, to have volunteers present for a certain length of commitment so that clients benefit from consistency and an extended relationship.
  - Please learn from the organization about what they need and why. Find a fit for your potential skills and your passion; consider stretching yourself to commit a bit more-- but ultimately, find the right fit for you both. Help ensure your good intentions align to create a positive impact!

Please feel free to reach out to us with questions at service.learning@unlv.edu.

We offer a friendly reminder to plan and communicate early so we can set up meetings in a timely manner. If you do not plan ahead, we may not be able to help you find the ideas or solutions you need in the time frame you need for your coursework/assignments!