

Add/Substitute logo

YOUR COLLEGE
BONNER PROGRAM
Agency Application 2005-2006
Sustained Partner Application

Introduction: This application is designed for organizations that have or want a sustained partnership with the Bonner Program over at least one year that involves students working at the project/site coordinator (3) or project leader/specialist (4) levels, as well as regular and/or occasional volunteers. The first two pages are a cover. You should complete a separate position description for each type of placement.

Organization Information **Site Supervisor Information**

Organization Name

Supervisor Name

Street Address

Title

City *State* *Zip*

Phone

Supervisor's Direct Phone (if different)

Email

Supervisor's Email (if different)

Web Site

Who is completing this Partner Application on behalf of your agency?

Date (Year) that you began a partnership with the college Bonner Program/Service Program

Type of Agency

School Private Nonprofit Governmental Other

Your Organization's Mission and Brief Description of Core Programs/Services

Strategic Vision for the Partnership

Please describe your vision for the partnership between your agency/organization and the college's Bonner Program? For example, what do you want to achieve in this year? How long are you interested in maintaining the partnership beyond this year? (You may also attach a separate letter or proposal describing this vision).

Types of Placements You Want

In this partnership, you may be interested in having Bonner students work at several levels. Please check all that apply:

- 1- Occasional/Short-Term.**

Please describe briefly the number and focus of positions:

- 2- Regular Volunteer Position.**

Please describe briefly the number and focus of positions:

- 3- Project Coordinator Level**

Please describe briefly the number and focus of positions:

- 4- Planning Team Level (Note: 3 and/or 4 should be selected)**

Please describe briefly the number and focus of positions:

1- Occasional Volunteer Level Position Description

Number of students: _____ Is this a new opportunity? Yes / No (circle one)

Short title of the position:

Please describe the opportunity in brief:

Opportunity Begins: _____ Ends: _____
Semester Year Start Date Semester Year End Date

Weekly Commitment: _____ Day(s): Flexible Hours

Avg. # of hours needed per week:

Please complete this table if specific days and times are required/desired:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Location (check one): Community Campus Combination

Special skills required or desired (i.e. computer skills, typing, supervisory experience)
Please describe what skills you are looking for in students for these occasional volunteer positions:

✓ _____

- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____

**Note: please complete one sheet like this for each unique short-term/
occasional volunteer position.**

2- Regular Volunteer Level Position Description

Number of students: _____ Is this a new opportunity? Yes / No (circle one)

Short title of the position:

Please describe the opportunity in brief:

Are there Bonner students (who may have been working with you previously in other volunteer roles) who you think may be interested in taking on this position?

Opportunity Begins: _____ Ends: _____
Semester Year Start Date Semester Year End Date

Weekly Commitment: _____ Day(s): Flexible Hours

Avg. # of hours needed per week:

Please complete this table if specific days and times are required/desired:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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Location (check one): Community Campus Combination

Special skills required or desired (i.e. computer skills, typing, supervisory experience)

Please describe what skills you are looking for in students for these occasional volunteer positions:

- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____
- ✓ _____

3- Project/Site Coordinator Level Position Description

Number of students: _____ Is this a new opportunity? Yes / No (circle one)

Short title of the position:

Please describe the opportunity in brief:

Are there Bonner students (who may have been working with you previously in other volunteer roles) who you think may be interested in taking on this position?

Opportunity Begins: _____ Ends: _____
Semester Year Start Date Semester Year End Date

Weekly Commitment: _____ Day(s): Flexible Hours

Avg. # of hours needed per week:

Please complete this table if specific days and times are required/desired:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Location (check one): Community Campus Combination

Special skills required or desired (i.e. computer skills, typing, supervisory experience)

Please describe what skills you are looking for in students for these occasional volunteer positions:

- ✓ _____
- ✓ _____
- ✓ _____

Training and/or professional development opportunities your agency will provide

Please describe what skills and knowledge you will help to develop in students:

- ✓ _____
- ✓ _____
- ✓ _____

4- Project Leaders/Specialist Position Description

Number of students: _____ Is this a new opportunity? Yes / No (circle one)

Short title of the position:

Special skills required or desired (i.e. computer skills, typing, supervisory experience)

Please describe what skills you are looking for in students for these occasional volunteer positions:

- ✓ _____
- ✓ _____

Training and/or professional development opportunities your agency will provide

Please describe what skills and knowledge you will help to develop in students:

- ✓ _____
- ✓ _____

Meetings and Next Steps

We truly appreciate the time and thought you have put into building and sustaining a partnership of this nature with the Bonner Program. With partners of this level, we would like to:

- Meet in person to discuss the strategic vision
- Also meet to discuss structure, resources needed, and expectations on both sides
- Develop a written agreement (memorandum or letter) that clarifies the agreement
- Discuss communication strategies for the year (and beyond)
- Discuss ways to integrate your agency and its work into the Bonner Program more substantively, through attending campus events, participating in agency events, sharing calendars, collaborating on community issues, and so on

If you have questions, please contact:

Name of Director/Coordinator
College
Office
City, State Zip
Phone:

Email: