

Guidelines for S.E.R.V.

Mission

S.E.R.V.'s mission is to foster **Student Enrichment, Reinforcing Volunteerism**. Each community service activity must involve engaged students in responsible and purposeful actions to meet community defined needs.

How S.E.R.V. hours are rewarded:

Any community service related opportunity is to be recorded via the online *S.E.R.V.* form, which can be located at <http://www.nova.edu/studentleadership/civicengagement/clubs.html>, **within 48 hours after the end of the activity**. When **two or more members** are represented at a service activity every volunteer hour served equals one *S.E.R.V.* hour earned. One *S.E.R.V.* hour translates to one IOC Sharkfin point up to a maximum of thirty points. Organizations are encouraged to continue logging *S.E.R.V.* hours for all community service related activities.

Please note: *To remain in good standing with the Student Government Association as it pertains to requesting funds during budget hearings. All clubs/organizations registered under the Office of Student Activities must complete a minimum of 30 S.E.R.V. hours per semester. All S.E.R.V. forms are due 3 weeks prior to a Fall and/or Winter-Spring SGA budget hearing. Failure to record & submit the required Project S.E.R.V.E. hours may result in the loss of an organization's budget to be heard during set times.*

What constitutes a S.E.R.V. hour?

A community service activity under the guidance of project serve must achieve **TWO** of the following:

- Intellectual growth
- Effective communication
- Clarified values
- Leadership development
- Healthy behavior
- Independence
- Collaboration
- Social Responsibility
- Appreciation of diversity
- Spiritual awareness

FOR FURTHER CLARIFICATION ON THE DEFINITION OF THE PRECEPTS LISTED ABOVE PLEASE CONSULT THE DEFINITIONS BELOW

Examples of S.E.R.V. projects:

- Trash pickup
- Awareness weeks or informational booths for recruitment of volunteers
- Food and/or clothing collections (*upto 3 events per semester with a maximum of 2 S.E.R.V. hours per event*)
- Work with the homeless, hungry, elderly, or adolescent.
- ****Please be aware that collections of monetary value will no longer be considered as S.E.R.V. hours****

***FOR MORE EXAMPLES PLEASE CONSULT THE GA FOR INTERNAL SERVICE AT VOLUNTEER@NOVA.EDU ***

Example & Definition of Precepts:

For example, if Bill, Kevin, and Sue attend a beach cleanup as representation of NSU Environmental Club, and each of these volunteers stays at the beach for three hours, then Environmental Club can earn nine *S.E.R.V.* hours and in turn nine IOC Sharkfin points.

- Intellectual growth
 - Produces personal and educational goal statements
- Effective communication
 - Listens effectively and can engage in controversy with civility
- Clarified values
 - Acts in congruence with organizational values, and explains how they influence decision-making
- Leadership development
 - Leadership is a process, acts as an avenue for organizations to build leaders
- Healthy behavior
 - Behaviors and environments that promote health and reduce risk
- Independence
 - Effective time management as an organization and exhibits self-reliant behaviors
- Collaboration
 - Work closely with agency to develop engaging service experience
- Social Responsibility
 - Understand and participate in relevant governance systems; demonstrate civic engagement on campus, local, national and global communities
- Appreciation of diversity
 - Understand one's own identity and culture; seeks involvement of people from different backgrounds
- Spiritual awareness
 - Develop and articulate personal belief system; meant to understand roles of spirituality in personal and group values and behaviors.