



SERVICE-LEARNING

VOLUNTEERING TIPS



- **Maintain a friendly and upbeat attitude**

Although at times it may be hard to fit service into an already packed student schedule, try your best to leave any outside negativity at the door. Your community patrons will appreciate your assistance even more if you manage to be kind and positive in their time of need.

- **Plan on arriving at least 5-10 minutes early to your site**

You never know when traffic or other outside issues may get in the way of arriving to your destination on time, so it is best to plan ahead. Please research the location of your host site prior to your first serving opportunity, so that you may ensure you arrive on time.

- **Select a program that appeals to your needs and interests**

Our programs are designed to not only aid our community, but to contribute to the education of those involved. Please select a program that you feel will benefit your student experience, and help you grow as an individual.

- **Please keep your UTEP ID on you at all times**

Due to the sensitive nature of some of our host sites, it is highly important that you always carry identification indicating not only who you are, but your status as a UTEP representative. This is crucial in maintaining the privacy and protection of our organization's patrons.

- **Maintain a professional demeanor, and dress appropriately**

As a student representative of the University of Texas at El Paso, it is important that you maintain the high standards of professionalism and accountability that our institution cultivates and expects.

- **Treat patrons with respect and dignity**

Always remember that our community patrons deserve the same level of respect and courtesy that you would expect others to extend to you.

- **Never pass up an opportunity to learn from this experience**

Please remember that this service experience is intended to serve as a learning opportunity for you as a student. If you are tasked with a duty that you are not familiar with, do not hesitate to ask for help and guidance from your host site representatives.

- **Do not overcommit to more service time than you can handle!**

Although you may love your service experience, please do not overcommit your schedule. Both you, and your organization suffer if your time and energy level are spread too thin.

