Being an Alternative Break Leader (ABL) is exceptionally rewarding, but also requires a considerable time commitment to be successful. Applicants should ensure they meet the minimum qualifications and are able to fulfill the responsibilities of the position. Term for 2018 AFB ABLs April 2018-November 2018 and 2019 ASB ABLs is October 2018-April 2019.

The mission of the Alternative Break program is to engage students in meaningful and collaborative community service in an effort to increase awareness of social issues and strengthen the communities in which they serve as well as foster a strong sense of community among trip participants and to the university as a whole.

**ALTERNATIVE BREAK LEADER ESSENTIAL QUALIFICATIONS**
- Must have a minimum cumulative GPA of 2.5 at the time of application & be in good standing with the university.
- If selected, must maintain a cumulative GPA of 2.5 throughout the term.
- Must be enrolled full time (12 credit hours) at UT for Fall 2018 and Spring 2019 semesters.
- Must demonstrate a commitment to service and student development.
- Preferred past Alternative Break experience
- Must be able to attend Spring Training Day on **Saturday April 28th, 2018.**
- Must be able to attend ABL Retreat the weekend of **August 24th – 26th, 2018.**
- Must be able to attend the ELPS 350 Training for Alt. Breaks on **Tuesdays and Thursdays from 3:40-4:55 PM.**

**ALTERNATIVE BREAK LEADER MINIMUM STANDARDS**
- Demonstrates commitment to the vision and mission of the Alternative Break program.
- Safety consciousness, good judgment and decision-making skills
- Maturity, responsibility, professionalism and integrity
- Effective communication skills
- Appropriate facilitation, reflection, and group management skills
- Servant Leadership mentality (leadership philosophy that puts the needs of others first and helps people develop and perform as highly as possible.)

**POSITION SPECIFICS**
- Being an Alternative Break Leader requires an immense amount of time and dedication. The ABL is expected to participate in the following activities:

**ALTERNATIVE BREAK STUDENT COORDINATOR SPECIFIC DUTIES**

**Learn**
- Attend all trainings and additional related activities (see AB Dates document)
- Work with your co-Alternative Break Leader (ABL) before, during and after your trip to educate yourself and your team about the issue with which your team will be working
- Prepare and share one ‘educational resource’ for a training meeting and prepare a reflection activity to go with it
- Every ABL pair will have one office hour per week that will be spent in the CLS office. This time will be for meetings with the AB Graduate Assistant as well as designated time to plan your trip
- ABLs must have and maintain a 2.5 minimum GPA, be in good academic standing with UT, uphold the University standards of conduct and attend ALL required ABL classes
Plan
- Work with co-ABL to plan all logistics for trip (including, but not limited to, securing free housing, service in accordance with your social issue, meal planning, and reflection planning) in accordance with set deadlines
- Understand the importance of ‘simple living’ and budgeting to ensure that you are good stewards with AB funds.
- Facilitate three (3) pre-trip meetings to educate and engage participants before the trip
- Help to plan and coordinate at least one fundraising event specific to your trip that concludes at least two weeks before trips depart. Assist with raising awareness and implementation of Alternative Break program wide fundraising events
- Prepare reflection materials and activities to accompany break trip service prior to departure
- Work with your co-ABL to establish a local community service partnership that your team will work with before and after your trip to gain a deeper understanding about the social issue of your trip, as well as contribute to the local community
- Keep your trip outlines and “at a glance” schedules up to date
- Watch the van-driving video and obtain experience behind the wheel of 12-passenger wheel on your own time, or when planned by CLS staff member.

Trust the Process!
- Meet ALL deadlines (not meeting deadlines is grounds for dismissal from your role)
- Remain flexible
- Create a support system with one another (you are part of a larger program, not just responsible for the success of your individual trip)
- Provide support for the program and your trip (advertising, selection, fundraising) even after your trip has ended (you are an ABL for the entire academic year- not just for one semester)
- Plan and execute three (3) re-orientation experiences (service, meetings, etc) after your trip but before classes end in April 2017 (aka 3 experiences in the Fall and Spring for AFB ABLs, and 3 experiences in the Spring for ASB ABLs)

Communicate (very important!!)
- Communicate promptly and professionally with service and housing sites, learning partners, and campus partners
- Maintain open and constant communication with co-ABL and AB/CLS staff
- Ensure that university and program policies are upheld at all times during the trip (including alcohol and drug free)
- Respond to all email communication within 48 hours, or less if the matter is urgent
- Maintain confidentiality

By signing this agreement you are committing to fulfill the role of Alternative Break Leader for the 2018-2019 year. If for any reason you do not fulfill your commitment to the Alternative Break program or if you are removed from your position you understand that you will be asked to pay for the full AFB or ASB trip cost, as we will have to find a replacement.

______________________________
Print Name

______________________________
Signature

______________________________
Date