



2020-2022 Community Action Project Memorandum of Collaboration

This form is intended for use by the Jones Center for Leadership & Service's Leadership Knoxville Scholars program director and community partner to collaboratively complete a Community Action Project (CAP). A successful CAP will fulfill the intended learning outcomes for the Leadership Knoxville Scholars program, and help meet a project need identified by the community partner. This document is not a contract, and is in no way legally binding. It is simply a tool to help guide the CAPs associated with the Leadership Knoxville Scholars program, which includes academic credit for the student participants, so that these projects can prove successful for all involved.

Purpose of the Leadership Knoxville Scholars Program

The Leadership Knoxville Scholars (LKS) program exists to educate and empower student leaders to live, lead, and serve the Knoxville community during and after their collegiate experience. Operating under the core values of servant leadership, community building, and social change, the LKS program focuses on educating high-achieving juniors and seniors to lead and serve with the following program outcomes in mind:

The Leadership Knoxville Scholars program will...

- Strengthen the relationship between UT students and the Knoxville community
- Connect students to community leaders and opportunities for growth
- Empower students with leadership skills to help them succeed following graduation
- Expose students to a variety of leadership theories and approaches
- Enable students to identify community needs specific to Knoxville
- Support students as they utilize leadership to create positive change in the local community
- Empower students to embrace a servant leadership mindset and practice
- Provide student leaders with an opportunity to explore what it means to leave a leadership legacy
- Educate students to identify their core values and commit to act on them
- Encourage student self-awareness as it relates to personal strengths, privileges, preferences and challenges

Community Action Project Description

A Community Action Project (CAP) is defined as a two-year project-based internship carried out by a group of Leadership Knoxville Scholars. Each CAP receives a group of three to six students who have the ability to serve roughly 10 hours (total for the group) per month to complete each community partner's proposed project.

Project Timeline

Each CAP begins around October 2020 and concludes in April 2022. The specifications of the project timeline are determined by the community partner and executed by the CAP student group. **Please note that the Scholars do not work on the projects when UT is not in session, and not during the summer months.** Here is a link to our academic calendar to observe those dates: [20-22 Calendar](#).

Expectations for Students & Partners

Mutual expectations for each CAP can be determined by the community partner and student group. However, the Leadership Knoxville Scholars program would like the respective parties to keep the following student expectations in mind:

- **Collaboration:** The group worked cooperatively as a team and with the community partner
- **Participation:** Each individual in the group contributed equally to the project
- **Attitude:** The group displayed positive approaches and made constructive comments in working toward the project goal(s)
- **Independence:** The group carried out tasks without being overly depending on the community partner or LKS advisors
- **Communication:** The group expressed thoughts clearly as a team and with the community partner
- **Responsiveness:** The group reacted to verbal and nonverbal cues by team members, community partners, and the LKS advisors

For the purposes of student grading as well as project success, we will ask that CAP partners meet with the LKS coordinator once per semester over the course of the two-year period. Prior to the meeting, we will ask CAP partner to complete a group evaluation.

Any questions regarding the Leadership Knoxville Scholars CAP should be directed to Laura Ketola (lketola@utk.edu) or the Jones Center for Leadership and Service at 865-974-1039.