

## Winter Break 2020 Trip Site Leaders

The WUD Alternative Breaks Committee is built on the principle of service-learning. Students embark on life-changing experiences of teamwork, high-impact education, and powerful volunteerism throughout the United State on our student-planned trips. The purpose of the Alternative Breaks Committee is to create events and trips centered on issues that students are interested in spreading awareness of.

The **Site Leader position** is integral to the success of the program's mission and trips. Each trip has two students who are selected to serve as the trip Site Leaders. The Site Leaders serve many functions, including **(1)** facilitating participant reflection on trips, **(2)** leading a pre-trip orientation for their group, **(3)** ensuring a safe and welcoming environment for participants at all times, **(4)** serving as liaison between WUD Alternative Breaks, the trip participants, and the community partners, and **(5)** enforcing the rules and guidelines of WUD Alternative Breaks and its partners. An important part of both (3) and (5) is upholding the no drug or alcohol policy, regardless of the age of the participant—individuals found with alcohol are subject to be removed from the trip immediately and sent home.

### Duties

- Uphold the mission, values, goals, and policies of WUD Alternative Breaks
- Meet regularly with your co-site leader
- Commit to alcohol and drug-free policy of WUD Alternative Breaks
- Create a safe, engaging, and inclusive environment for all participants
- Serve as the liaison between the WUD Alternative Breaks Committee and our trip participants, and between the WUD Alternative Breaks Committee and our community partners
- Communicate with community partner and housing contacts before trip to ensure quality social issue education for participants
- Identify additional activities for participants to do while in host city that enhance learning experience
- Develop budget for remaining trip expenses for team not covered by trip cost
- Attend alternative breaks orientation events and assist in the facilitation of activities
- Work with a co-leader to lead all service activities in coordination with the community partner - Communicate with your team and build a group dynamic
- Facilitate reflection and ongoing education throughout the alternative break experience
- Manage trip travel plan – determine stops, be in charge of hotel check-in, communicate with community partner
- Work with WUD Alternative Breaks leadership team to plan and facilitate reorientation activities
- Review and evaluate the community partner, lodging, and trip experience

## **Qualifications**

- Current undergraduate or graduate student at UW-Madison
- Knowledge, passion, and commitment for social issues and social change
- Ability to lead a group of peers by creating a safe, engaging, and inclusive environment
- Ability to facilitate orientation, direct engagement, and reorientation components of the program
- Demonstrated leadership on the UW-Madison campus or in the local community
  - Self-motivated and organized