



ST. MICHAEL HIGH SCHOOL CHRISTIAN SERVICE PROGRAM

Purpose of the Program: To provide for the kinds of powerful *interpersonal* experiences that can change the hearts of our students and teach them to readily see the dignity of every human person, while living out Christ's call to serve.

Service Organizations: To count towards the required minimum number of service hours, service activities must be completed in cooperation with approved organizations listed on the SMHS website. Only one hour of service can be earned/documented from helping at home/with family (see below). To add a non-profit organization to the list or to have a service activity/organization pre-approved, please contact the Service Coordinator. Hours must involve helping humans in the community. Therefore, hours with animal rescue/care will not be accepted. Agencies must already be listed on the SMHS website at the time the students do the service. If the organization is not listed, students should seek pre-approval before completing service. **No hours performed during school will be accepted unless it is a school sanctioned service project.**

Categories: Students are encouraged to engage in two types of hours:

- **Direct Hours** - involve **direct face to face human interaction** with and service to those who are disabled, poor, elderly, handicapped or disadvantaged. **These direct hours are required of each student** (see chart below) and reflect the Gospel call of Jesus in Matthew 25 to help "the least among us," or most in need.
 - Certain Pro-Life activities can count as "direct hours" - such as participating physically in a pro-life walk, prayer outside a clinic, etc. This is due to the importance of this injustice and lack of face-to-face opportunities to serve for our students. Other walks (hunger, cancer, etc.) will count as indirect hours, because students can interact with this injustice more directly.
 - May NOT include clerical work
 - Must relate directly to one of the Corporal or Spiritual Works of Mercy
 - Requires prior approval by SMHS administration (see approved service organization list.)
- **Indirect Hours** - involve any number of good works where students provide assistance and service with community organizations, church, or school. These hours do not involve direct human interaction with the poor, elderly or handicapped.
 - **One indirect hour may be done at home, for the student's family.** Examples would be helping with needs within students' home without pay.
 - This is to encourage students to live Mother Teresa's words, "If you want to change the world, go home and love your family." *The hour done within the family will NOT count as direct hours. We want students to step outside of their comfort zone and the familiar to complete these hours.*

Requirements for the Year:

YEAR IN SCHOOL	TOTAL NUMBER OF HOURS REQUIRED	NUMBER OF DIRECT HOURS MUST BE AT LEAST
Freshmen	10	5 (all done through theology classes)
Sophomore	15	8
Junior	20	10
Senior	25	12

Documentation:

- All documentation will be turned in to student's theology teacher by due dates listed below.
- Students must record service hours on a **cover sheet** each semester and provide **letterhead documentation OR a printed email** of their service hours from the organization where they completed their hours. Theology teachers WILL NOT accept emails from organizations, parents, or coaches unless they are printed and turned in with the cover sheet.
- Documentation must contain the name and contact information of the person who supervised the service, as well as the date the service was completed.
 - A student's family hour may be signed on the cover sheet by a family member.
 - The Missionaries of Charity at St. Agnes have a roster sheet and letterhead for all students from St. Michael. Please ask them for this.
 - Any documentation provided from an organization that is not on the Approved Services list or has not been pre-approved will not be accepted.
- Hours completed during regular school hours **will not** be accepted, unless organized by school.

Special Items:

- **Freshmen:** Freshmen will complete their "Direct Hours" through the Elderly Outreach Program coordinated in their Theology classes.
- **Seniors:** During their senior year, students will focus at least FOUR of their required hours with a specific service organization or in a specific area of service (for example: elderly, homeless, abortion, and disabled). From this experience, students will prepare their Senior Social Justice Project, a research presentation which is intended to draw out and demonstrate the spiritual, social, and academic skills which are the hallmarks of a St. Michael graduate. Please consult the Senior Social Justice Project Manual for details. Seniors must successfully complete their senior service project as a requirement for graduation.

Deadlines:

- Half of the total hours required is due December 6th.
- Remainder of service hours for a Service Award are due April 7th.
- The remainder of service hours for all students are due April 28th.
- Students are responsible for keeping track of their hours, cover sheets, and documentation throughout the year. All hours are turned in to the student's Theology teacher.
- Student will not be allowed to take any semester exams until their service hours are complete and turned in.

Recognition: Students who go above and beyond the requirements are recognized at the Christian Service Mass each spring. The categories for these recognitions are as follows:

- Bronze Award – 10 hours above the minimum requirements
- Silver Award – 25 hours above the minimum requirements
- Gold Award – 50 hours above the minimum requirements

Questions about Service Program:

- Religion Department Chair & Service Coordinator – Mrs. Wetzel / hwetzel@smhsbr.org

All service hour information, forms, approved organization list, and a regularly updated list of ongoing service opportunities can be found on the SMHS website.

In ministerium, Warriors SERVE LIKE CHRIST!