

Community Partner Contract (Memorandum of Understanding)

Blue Mountain Community College **AND**

College Name		Business/Community Partner Name	
College Partner Blue Mountain Community College		Organization/Community Partner	
College Leader and Title Veenah Schultz, AmeriCorps Vista, Community Engagement Programmer		Partner leader Contact name and Title	
Mailing Address and Zip 2411 NW Carden Ave. Pendleton, OR, 97801		Mailing Address and Zip	
Phone 541-278-5957	Email vschultz@bluecc.edu	Phone	Email

Partnership Start Date: _____ End Date: _____ Annual Review Date: _____
Partnership contract will be active for 365 days, reviewed quarterly, formally appraised before the end date, and then renewed if both parties agree to continue with the partnership.

PARTNERSHIP FOCUS – check all that apply

Must check at least one option. Suggested level of committed involvement from the community partner to college and student volunteers.

- LEVEL 1** One day assignment for a class of students.
- LEVEL 2** Student Development/Citizenship – Mentoring, character education activities, support student led efforts, service learning, routine volunteer opportunities.
- LEVEL 3** College/Career Readiness – Offer possible job shadowing, internships, to current volunteers, be contacted by the college to promote/display your table at a BMCC career fair or career day, present career materials to prospective students.
- LEVEL 4** Student Incentives/Motivation – Create a student scholarship program.

College Contributions

and

Partnership Contributions

- All students of BMCC have the freedom and right to volunteer their time as part of a required service-learning experience where, by working on a project, students will be able to reflect and report what they learned during the experience of making a difference in the community, unless there is a risk between the volunteer and organization.
 - The VISTA member will provide clearly written position descriptions for volunteers and include all essential information about the host organization's mission, disclosed through a briefing with the volunteers prior to volunteering.
 - The VISTA member will provide the organization an understanding of volunteers and why they contribute time.
 - The VISTA member will match good volunteers to the best of his or her abilities and implement success by making sure the needs of the organization, paid staff, and volunteers, are simultaneously met.
 - The VISTA member will do his or her best to accommodate the different motivational styles that can lead to more effective volunteer placement, supervision, and recognition and will review the performance measurement sheet from the organization to make sure both the organization and the volunteers are a good match.
 - The VISTA member will understand trends in volunteering that could impact position design.
- Community partner organization will provide and have volunteers fill out a volunteer application. Staff members have coaching responsibilities to volunteers and any other volunteer personnel policy information.
 - Blue Mountain Community College is an equal opportunity educator and employer. Community partner should abide by the standard as well.
 - For a full EEO disclosure statement visit www.bluecc.edu/EEO.
 - The organization provides appropriate training and orientation to the agency to assist volunteers in the performance of their volunteer activities. Volunteers are offered training with staff, as needed.
 - The organization is respectful of the volunteer's abilities and time commitment and has various job duties to meet these needs. Work is not assigned to volunteers simply because the jobs are considered inferior for paid staff.
 - The organization measures volunteer performance periodically, involving the volunteer throughout the process. At the same time, volunteers are requested to review and evaluate their environment in the organization, the people they work with and suggest areas of improvement.
 - The organization acknowledges the volunteers and staff continuously demonstrates their appreciation towards the volunteers and their efforts.

We agree to a partnership in education which will enhance and improve the quality of education and meet the needs of the students, educators, and the community. We agree to partnership activities and responsibilities; to review progress of partner status quarterly along with a formal appraisal annually; and on any mutually agreed upon changes to the partnership agreement.

SIGNATURES

Business/Community Partner: _____

Signature Printed Coordinator Name Date

College Partner: Blue Mountain Community College

Signature Printed Name Date

Renewal Date- leave blank until annual appraisal.

Renewal Date: _____ **Signature:** _____