

**SAINT XAVIER HIGH SCHOOL  
JUNIOR SERVICE REQUIREMENT INFORMATION  
2022-2023**

The following information will help you begin and carry out your service requirement as a junior at Saint Xavier High School. **Please read over the information CAREFULLY and discuss this with your parents.**

**I. SERVICE PROGRAM DATES and REQUIREMENTS:**

Service program begins May 1, 2022 or after freshman year requirement is complete, whichever date is later. Take advantage of the SUMMER INCENTIVE. Complete 20 hours of approved service by August 14 and your junior service requirement will be completed.

<b>Quarterly due dates</b>	<b>SUMMER INCENTIVE</b> August 14, 2022	<b>Q1</b> October 9, 2022	<b>Q2</b> December 4, 2022	<b>Final</b> April 10, 2023
<b>Minimum service to be completed</b>	20 hours Complete Requirement	8 hours	16 hours cumulative	24 hours cumulative
<b>Type of service required</b>	At least 10 hours DIRECT	Any combination of DIRECT or INDIRECT	At least 4 hours DIRECT	At least 12 hours DIRECT
<b>How to get credit</b>	Submitted on MobileServe with supervisor's valid email and one other form of verification such as photos, geo-location, or supervisor signature.			

**II. SERVICE CRITERIA:** The service program is based on the Xaverian Brothers mission to reach out to the poor and marginalized. At least half of your service must incorporate work where you are serving disadvantaged or marginalized people or agencies that work with them.

<p style="text-align: center;"><b>DIRECT SERVICE</b></p> <p><u>Serving – example agencies or recipients</u></p> <ul style="list-style-type: none"> <li>• <b>Needy</b> – disadvantaged youth, disaster victims, working a run/walk with cause</li> <li>• <b>Hungry</b> – Dare to Care food drive</li> <li>• <b>Homeless</b> – lunch kitchens, St. Johns</li> <li>• <b>Poor</b> – Toys for Tots, refugee services, SJOAS burial services</li> <li>• <b>Lonely</b> – nursing home visits</li> <li>• <b>Nature, for all humanity</b> – Beargrass Creek cleanups, Gethsemane grounds work</li> </ul>	<p style="text-align: center;"><b>INDIRECT SERVICE</b></p> <p><u>Helping – example activities</u></p> <ul style="list-style-type: none"> <li>• <b>Saint Xavier</b> – Open House, phonathon, other event work</li> <li>• <b>Parish or Church</b> – picnics, fish fry, fund raisers, classroom helper</li> <li>• <b>Neighborhood</b> – set up for gatherings</li> <li>• <b>Sporting events</b> – working youth sports camp (non-needy), referee, walking/running in a fundraiser</li> <li>• <b>Animals</b> – Humane Society</li> </ul>
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### III. SERVICE THAT IS NOT APPROVED

- Volunteering for your own family, grandparents, etc. IS NOT ACCEPTED SERVICE for the program.
- You cannot "Double Dip." If your hours count for KYA, KUNA, Eagle Scout, etc., you cannot also include them for junior service.

### IV. RESPONSIBILITY

- It is your responsibility to find and arrange service opportunities. You will need assistance from family and St. X, but it is your service requirement, not theirs.
- The junior year is busy and demanding. We highly encourage you to complete hours over the summer.

### V. FINDING SERVICE OPPORTUNITIES

- Family contacts with social agencies, hospitals, and nursing homes.
- "Events" link on MobileServe to sign up for projects. They will be posted year round.
- Join Ryken Service Club.
- Check with your parish or youth group for service opportunities.

### VI. SUBMITTING SERVICE HOURS

- HOURS WILL BE REJECTED IF YOU DO NOT PUT IN THE FOLLOWING INFORMATION: Name of Project, Description, Supervisor name and email.
- You must have 2 forms of verification: Supervisor Email + (Photo, Signature or Geo-location).
- You must write a description of the project on MobileServe. Understand that your contact person will be able to read your description and reflection, so be appropriate.
- A history of your approved hours will be recorded on MobileServe. You can access this history when filling out college resumes on Naviance and when you begin to fill out college applications.
- If you cannot find the name of supervisor, please use your parent and his or her email.

### VII. CHECKING STATUS OF SUBMITTED PROJECTS

- Periodically check hours on MobileServe App to see your approved hours.
- Comments will be sent to you on whether hours were approved or denied.
- If denied, in most cases you will be allowed to resubmit as long as you provide the verification information that is incomplete.

### VIII. GRADING

- You will receive a completion grade for each of the first 2 quarters in your theology class.
- The final 1/3 of your hours must be completed by Monday, April 10. You will receive a 4<sup>th</sup> quarter completion grade for completing your hours.
- There will be an assessment on your service experience that will be take place in the 4<sup>th</sup> quarter

### IMPORTANT DATES

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| <input type="checkbox"/> Sunday, August 14, 2022  | Students complete 20 hours summer incentive on MobileServe    |
| <input type="checkbox"/> Sunday, October 9, 2022  | 8 hours must be complete and submitted on MobileServe         |
| <input type="checkbox"/> Sunday, December 4, 2022 | 16 hours must be complete and submitted on MobileServe        |
| <input type="checkbox"/> Monday, April 10, 2023   | 24 hours are due, with minimum 12 hours Direct on MobileServe |
| <input type="checkbox"/> 4 <sup>th</sup> Quarter  | Junior Service Assessment                                     |

Junior Service Coordinator: If you have any questions about your service projects, please contact Mr. Kresse: [bkresse@saintx.com](mailto:bkresse@saintx.com) 637-4712, ext. 239