**Appendix 1**

**"Serve With A Purpose" Program 2020-21**

**Program Stages**

**“Serve With A Purpose” Program 2020-21 (SWAP)** is a service learning project that combines community service and with tuition support.

Benefits of the Students:

* Help to speed up the recovery and build up the positive society under COVID 19
* Identify and develop the technical and life skills – financial literacy, communication, collaboration, problem solving and time management
* Develop a sense of social responsibility among youth and enlarge the social impact through individuals
* Have a better understanding of their personal strengths, abilities and values by completing the social design project proposal
* Support students by tuition (HKD 3,000) after finishing the program.

Your Roles and Responsibilities:

* Use knowledge, talents and skills to plan and implement a social design project and serve the target group which influenced by Covid-19.
* Actively participate in **ALL** orientation, ceremonies, trainings, consultation meetings, evaluations and social design activities.
* Be respectful to the service targets’ privacy and dignity, as well as the general practices of the service unit.

You will go through the following stages (100 hours) throughout the program. Guidance will be provided in different stages by St. James’ Settlement and CUSCS.

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| 1. **Program Introduction & Recruitment (9 Nov – 30 Nov 2020)**  * Submit the Enrollment Form and supporting documents for financial need. * Select your available interview timeslots in Enrollment Form. |
| 1. **Interview (1-4 Dec 2020)**  * Meet program organizers and sponsor. * Understand program requirements. |
| 1. **Program Orientation Camp (28-29 Dec 2020)**  * Get familiar with the program staff and other students. * Understand project details especially social design learning project. * Set personal goals for the program. * Provide a platform for you to ask questions. * Understand personal character and team building. |
| 1. **Self-Understanding Workshop (31 Dec 2020)**  * Understand yourself and others with more effective in your service learning. * Use a convenient card sort and short questionnaire to reveal your personality in four colors. |
| 1. **Life Goal Setting Workshop (6 Jan 2021)**  * Consolidate your personal views through the designated game cards. * Topic can be covered: Value, Personal Relationship, Ability and Passion. |
| 1. **Digital Skills Workshop (17 Jan 2021)**  * Consolidate your personal views through the designated game cards. * Topic can be covered: Value, Personal Relationship, Ability and Passion. |
| 1. **Social Design Learning Training (30-31 Jan 2021)**  * Learn the most basic concepts and tools related to social design learning project through interactive and creative game |
| 1. **Personal Finance Training (20 Feb 2021)**  * Have a sense of manage money. * Know more about the ways for better financial management. |
| 1. **User Research & Community Study (6-27 Feb 2021)**  * Find out the causes and problems of particular service target through real time observation and interview. |
| 1. **Voluntary Activity in SJS (Feb-Apr 2021)**  * let the students feel their impact through volunteering and interacting with the community |
| 1. **Social Design Learning Project Proposal & Prototype (1 Mar – 7 May 2021)**  * Execute the ideas and create prototype by using different resources. * Tackle the particular problem and evaluate impact. |
| 1. **Pitching Training (8 May 2021)**  * Understand what preparation is needed in professional pitching * Equip the techniques to transform personal experience to an engaging pitching |
| 1. **Closing Ceremony and Program Evaluation (28 May 2021)**  * Oral presentation on your service experience. * Reflect and exchange ideas with project staff and other students. * Share your service experiences and learning outcomes with organizers, sponsor and media. |

*\*Disclaimer: Program dates are subjected to change, and you will be informed accordingly.\**

**Appendix 2**

**Serve With A Purpose (SWAP) Program 2020-21**

**Program Content**

1. **Program Content**

|  |  |
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| **Training Session** | **Hours** |
| Orientation Camp (2D1N) | 17 |
| Self-Understanding Workshop | 6 |
| Personal Financial Management Training | 3 |
| Life Goal Setting Workshop | 3 |
| Digital Skills Workshop | 6 |
| Pitching Training | 3 |
| Program Evaluation | 2 |
| Closing Ceremony | 3 |
| **Service Learning** | **Hours** |
| Social Design Learning Training | 12 |
| User Research and Community Study | 12 |
| Social Design Learning Project Proposal & Prototype | 30 |
| Voluntary Activity in SJS | 3 |
| **Total:** | **100** |

1. **Activity Content**

|  |  |  |
| --- | --- | --- |
| Date | Time / Venue | Content |
| 28-29 Dec 2020  (Mon-Tue) | 10:00a.m. – 7:00p.m.  10:00a.m. – 8:00p.m.  Venue: SJS | Orientation Camp (2D1N) |
| 31 Dec 2020  (Thu) | 10:00a.m. – 1:00p.m.  Venue: SJS | Self-Understanding Workshop |
| 6 Jan 2021  (Wed) | 10:00a.m. – 5:00p.m.  Venue: SJS | Life Goal Setting Workshop |
| 17 Jan 2021  (Sun) | 10:00a.m. – 5:00p.m.  Venue: SJS | Digital Skills Workshop |
| 30-31 Jan 2021  (Sat-Sun) | 10:00a.m. – 5:00p.m.  Venue: SJS | Social Design Learning Training |
| 6 Feb to 27 Feb  (Fixed on 6 Feb and 27 Feb to have a session) | 6/2 and 27/2: 10:00a.m. – 1:00p.m.  Venue: SJS and On Site Activity  \*Other hours are based on group schedule | User Research & Community Study |
| 1 Feb to 30 Apr 2021 | 3 hours  Venue: On site Activity  \*Schedule to be confirmed | Voluntary Activity in SJS |
| 20 Feb 2021  (Sat) | 10:00a.m. – 1:00p.m.  Venue: SJS | Personal Financial Management Training |
| 1 Mar – 7 May 2021 | 30 Hours  Venue: On site Activity  \*Hours are based on group schedule | Social Design Learning Project Proposal & Prototype |
| 8 May 2021  (Sat) | 10:00a.m. – 1:00p.m.  Venue: SJS | Pitching Training |
| 28 May 2021  (Fri) | 10:00a.m. – 3:00p.m.  Venue: SJS | Program Evaluation and Closing Ceremony |

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