



MARQUETTE
UNIVERSITY
HIGH SCHOOL

For Faith, Scholarship and Community

Community Service Programs

2022-2023

MUHS COMMUNITY SERVICE PROGRAMS



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MUHS Community Service Program Philosophy

Jesuit education assists in the formation of persons who will put their beliefs and attitudes into practice throughout their lives. At Marquette University High School, we hope that each young man will graduate with a genuine concern for others and a commitment to serving those in need.

Our service programs help students realize that their talents are gifts to be developed for the good of the human community. They are encouraged to use their gifts in the pursuit of the Jesuit ideal to become “**Men for Others**” who are committed to justice.

In order to promote awareness of “others,” Marquette University High School has committed to a strong service program. Students are expected to perform a minimum of 130 hours of service during their time at Marquette. These hours are a crucial part of every student’s development in areas of social responsibility and social awareness.

MobileServe

Marquette High uses MobileServe, a web-based platform, to list and record volunteer service opportunities. Students must use their MUHS email to view, sign up for, and record service opportunities posted on MobileServe. Students must use MobileServe to record non-MUHS service opportunities in order to have these opportunities count toward their service requirements. MobileServe is new to our school this year. Remember to be patient as you and we become accustomed to this new platform.

Goals of Ignatian Service Work

- 1. Integrity.** Faith without action is empty, narcissistic, and usually dull. If there is any message in the Incarnation, it is that God is waiting to be born among those who are marginalized, uninvited, cold, and tired. When faith, or education, is not about learning to take care of one another, it becomes self-serving and no longer deserves the moral and financial support from the community. Our service to the community brings God's presence to a world in need.
- 2. Leadership.** MUHS students will encounter a global society that is becoming more competitive, individualistic, and transitory. More than ever, an understanding of servant leadership can draw on the rich biblical heritage of seeking a community that is committed to the common good. Service shapes our students to become leaders who are socially responsible and conscious of that which divides and belittles people, i.e. bigotry, poverty, and violence.
- 3. Generosity.** At the heart of Ignatian spirituality is the *Magis: the more*; seeking out and doing God's will. Everyone has unlimited ability to heal, support, listen, entertain, inspire, and encounter Christ in the least among us.
- 4. Sacramental.** No act of kindness, even when it is hidden, unappreciated, or done with mixed motives (as are all service activities), is ever wasted. Service matters, simply because there is a holiness that dwells within all life. Any attempt to honor that holiness, such as ensuring that people are treated with dignity, is making the goodness of God a bit more real, a bit more personal. Ultimately, service is about discovering that one of life's greatest treasures is to do what St. Ignatius kept insisting we ought to do: labor for the greater glory of God.
- 5. Relational.** Throughout their four years of high school, MUHS students will experience many different service activities. The purpose of sophomore and junior service is to develop relationships with each other and with the community that will prepare students for a life of service that extends beyond their time at Marquette University High School.

Important Dates & Deadlines

Students receive a pass/fail grade for community service on their Sophomore, Junior and Senior year report cards. The grades appear as either an S for satisfactory progress/completion or a U for unsatisfactory progress/completion of the service requirement and become part of the student's official transcript. The grade does not affect a student's GPA. In order to avoid receiving a U on their transcripts, students should meet the following deadlines:

A minimum of 6 hours of service recorded by the end of 1st semester.....12/16/22
12 hours of service recorded by the Third Quarter grade report.....2/27/23
24 hours of service recorded by the end of the academic year.....5/19/23
Seniors must complete Senior Shared Life requirements by.....4/5/23

Because service hours "roll over", a student who receives a U on his report card can have the U changed to an S upon completion of the service hour requirement so long as he completes those hours within the current academic year.

MUHS Community Service Program Overview

Year-By-Year Requirements

Freshman year: 2 hours—completed on Freshman Retreat

Freshmen are encouraged to get acclimated to Marquette High and the High School routine. All Freshman participate in a service activity through the Freshman retreat. Freshmen are encouraged, but not required, to participate in other service projects such as Trash for Pizza (neighborhood clean-up) Campus Ministry (serving at Mass) and other activities offered through their teams, clubs and homerooms.

Freshmen will be introduced to MobileServe during second semester, after the Freshman Retreat, so that they can log their hours and begin keeping track of their volunteer service. Freshman can then record any volunteer hours they complete during the summer between freshman and sophomore year.

Sophomore year: 24 hours—12 hours per semester

Sophomores participate in bi-weekly service through their Theology class visits to Messmer/St Rose Catholic grade school (6 hours per semester). At Messmer/St. Rose they serve as classroom buddies: helping with homework, assisting with playground activities and reading with students. The remaining 6 hours per semester are accomplished through participation in various MUHS sponsored activities (i.e. serving at Mass, MUHS Open House, MUHS Auction, and club, homeroom or athletic team service activities). Sophomores can also count volunteer activities completed through their parish, scout troop or other community organizations.

Junior year: 24 hours—12 hours per semester

Juniors are responsible for organizing their own participation in service activities (meaning opportunities are not offered in class). Juniors can complete their service at meal programs, food pantries, therapeutic recreation programs, Special Olympics events, assisted living facilities, or tutoring programs that are publicized on the school's MobileServe website. Juniors can also organize personal projects such as volunteer activities through their parish, scout troop or other community organizations.

Senior year: 80 hours—Senior Shared Life—(second semester)

The Senior Shared Life project is the capstone of the Marquette University High School community service program. All seniors, as part of their graduation requirements, must successfully complete the Senior Shared Life Project.

At the end of the third quarter, every senior is released from classes to work on a two-week community service project. Seniors volunteer at service agencies or institutions such as day care centers, schools and assisted living/elder care facilities in the greater Milwaukee area. Midway through Senior Shared Life, the entire class returns to MUHS to share their observations and experiences. Students gain insight into their own projects and have a chance to re-evaluate their commitment before completing the final week.

Senior Shared Life is run as a separate program. Seniors will receive a Shared Life Handbook containing information about that program during the second semester of the school year.

Sophomore Year: 24 hours—12 hours per semester

The goal of the Sophomore year service program is to help students become acclimated to serving to the community in and around the Merrill Park Neighborhood.

Sophomores participate in bi-weekly service through their Theology class visits to Messmer/St. Rose Catholic grade school (6 hours per semester). At Messmer/St. Rose they serve as classroom buddies: helping with homework, assisting with playground activities and reading with students. The remaining 6 hours can be accomplished through participation in various MUHS sponsored activities or personal projects such as volunteer activities through their parish, scout troop or other organizations.

In addition to tutoring at Messmer/St. Rose, sophomores are encouraged to choose from one of these school-sponsored activities to fulfill their Sophomore service requirement:

MUHS Campus Ministry Squad (ongoing throughout the year)

Open House Volunteer (October 23, 2022)

Sophomore Grounds Crew – Freshman Retreat (Feb. 2 & 3, 2023)

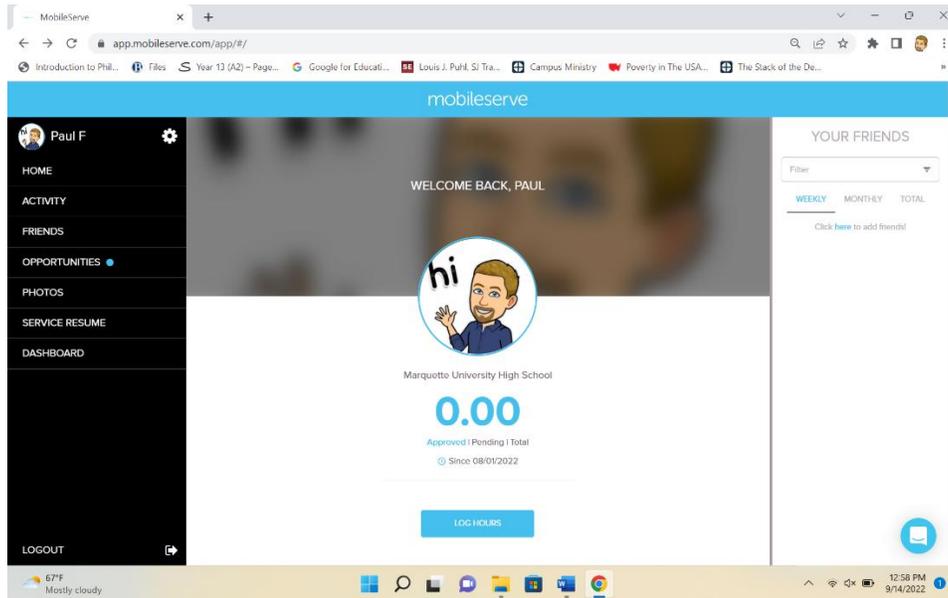
MUHS Auction (March 31 and April 1, 2023)

Signing Up for Service Opportunities—Sophomores

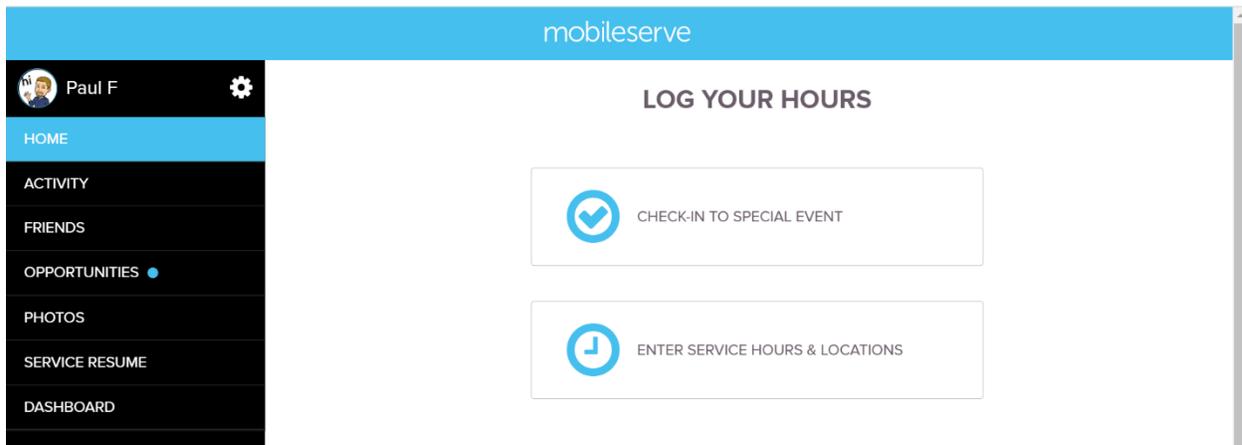
Sophomores do not need to sign up for service at St. Rose since they participate in this service through their Theology Class. However, they should record their St. Rose Service each time they go to St. Rose. To record hours, open the MobileServe app, click the Log Hours button (see the picture below), enter the time spent volunteering and select the category: Sophomore Service at St. Rose.

MUHS sponsored Sophomore Service Opportunities are listed under the Invitations Tab of the Opportunities page in MobileServe. Students can learn more about an event by clicking on the name of the event or the picture tile. Most events require students to sign up in advance because they can only accommodate a limited number of volunteers. If no spots are available then a student cannot volunteer for that event. When you register for an event, MobileServe will add that event to your schedule and send you an email reminder so that you don't forget to complete your volunteer work. On the day of the event, open the MobileServe app and click the button Check in to Special Event to record your service. Choose the category: Sophomore Service Requirement.

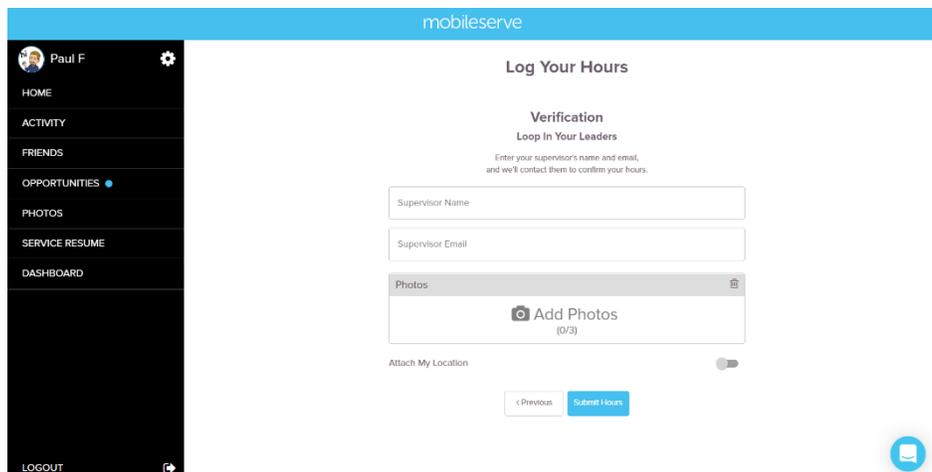
Non-MUHS Sponsored Service (such as service through Boy Scouts, your faith community, or other organizations) can also be recorded in MobileServe and applied to your Sophomore year service requirement. To record these service opportunities, open MobileServe, click the Log Hours button, enter the time you spent volunteering and select the category Sophomore Service Requirement. Students should get pre-approval before doing these projects by talking to Mrs. Nunez in Campus Ministry. She may be able to preload information into MobileServe to make it easier for you to record your service.



This is what the MobileServe Dashboard looks like.
The blue dot means new service opportunities await you.



You can check in to an Event (service opportunity that you signed up for in advance) by clicking the Special Event Button. To record service at St. Rose or volunteer work you did not sign up for through MobileServe, click Enter Service Hours & Locations.



MobileServe will ask you to Verify your service by providing the name and email of a contact person. By getting your service pre-approved, that information will be available in the pulldown menu. Turn on location settings to geotag your location.

Junior Year: 24 hours—12 hours per semester

The goal of the Junior year service program is to encourage students to extend their involvement in the community beyond MUHS to serve the greater Milwaukee area. Students are encouraged to volunteer with one of our Community Partners (school approved service sites). Community Partners include assisted living facilities, meal programs, food pantries, therapeutic recreation programs, Special Olympics events, and tutoring programs.

Community Partners post volunteer opportunities on the Invitations tab of MobileServe (see the picture below). In order to volunteer with our Community Partners or at school sponsored opportunities listed on MobileServe, students **MUST** sign up in advance. Registering for a service event ensures that the service site can accommodate volunteers. Once you sign up for an event, MobileServe reminds you to check in when an event is about to start. If you turn on location settings, it will also remind you to check out when you leave. MobileServe will automatically log your volunteer hours. All you have to do is verify your participation by using one of the verification methods offered to you when your service is complete.

Note: It is important for students to read the entire description of an activity **BEFORE** committing to service at a Community Partner site so that the student **AND** the participants in the activity get the most out of it. Some Community Partners require volunteers to participate in consistent (week-to-week) programs. Some Community Partners require you to complete paperwork, such as a background check, before you can volunteer. Other Community Partners offer one-time service experiences.

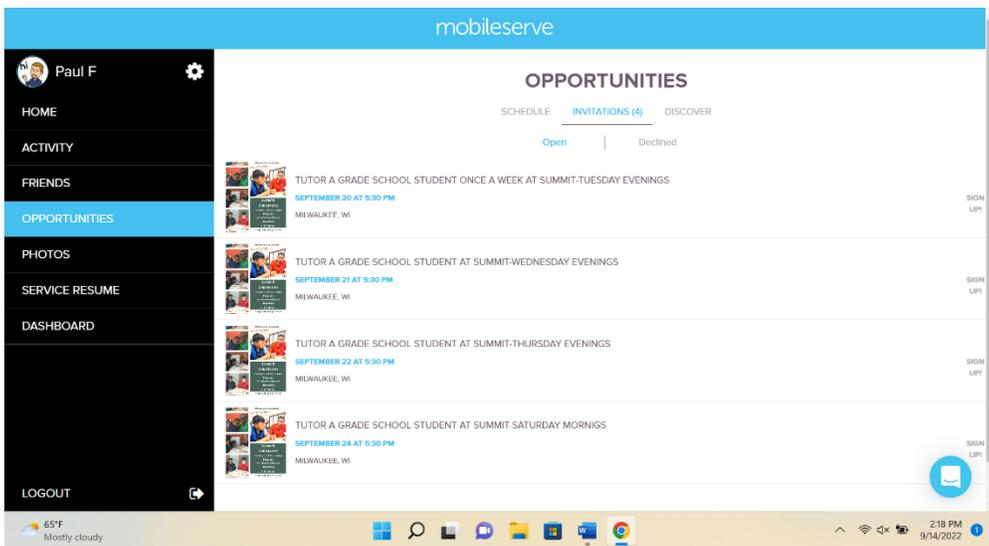
Signing Up for Service Opportunities—Juniors

Junior service opportunities are listed under the Opportunities Tab of the MobileServe dashboard (see the picture on the next page). Click on Invitations to see one-time events in need of volunteers. Events are activities such as helping at a nursing home, after school program and so on. Click on Discover and you will see tiles for Community Partners who offer regular, reoccurring service opportunities (such as weekly tutoring). Click on Search to bring up multiple opportunities offered by our Community Partners. In order to sign up for these opportunities, students click on the Community Partner tile or an event that interests them and click the sign up button.

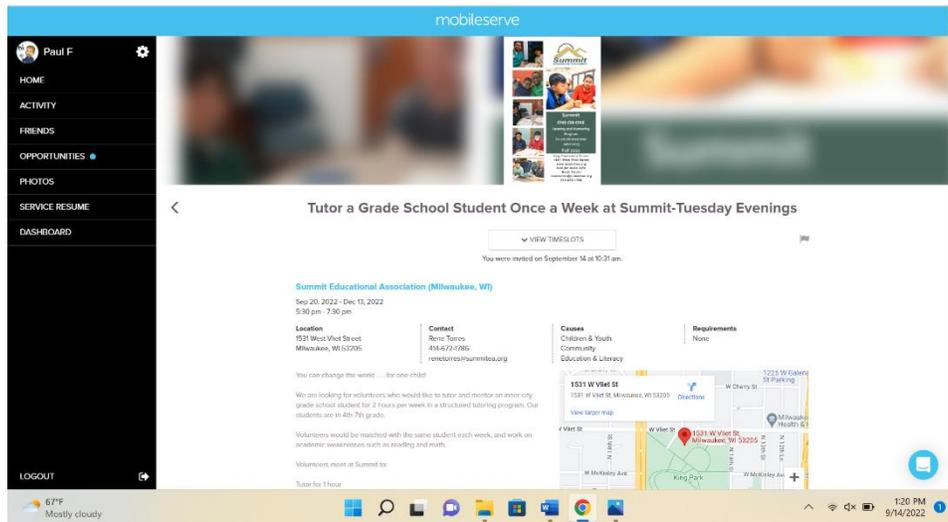
Non-MUHS Sponsored Service: We encourage Juniors to complete their volunteer service hours through one of our Community Partners. If a student wishes to participate in a service event not offered on MobileServe, then he should talk to Mr. Farrell to get pre-approval before beginning the volunteer work. Once approved, the service can be recorded in MobileServe by opening the app and clicking Log Hours (see the picture on the previous page). The student then applies these hours toward his Junior Service Requirement.

Logging Service Hours

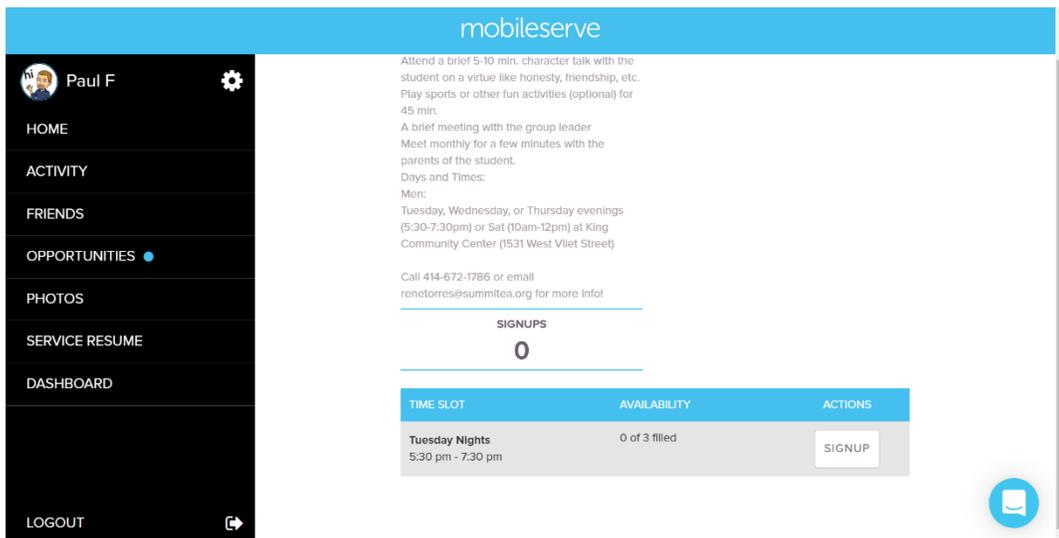
Community Partner opportunities and events will automatically ping students after they have completed their volunteer activity to remind them to record their hours. These hours should be recorded under the category: Junior Service Requirement.



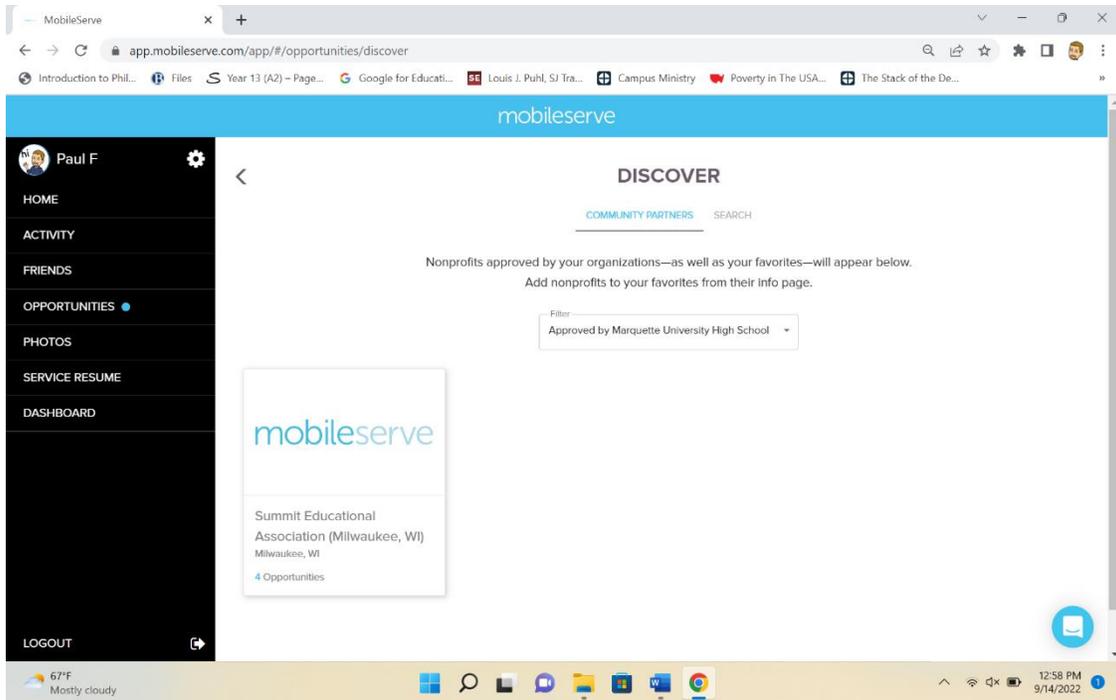
If you click on Invitations, you will see events and opportunities that are offered by our Community Partners.



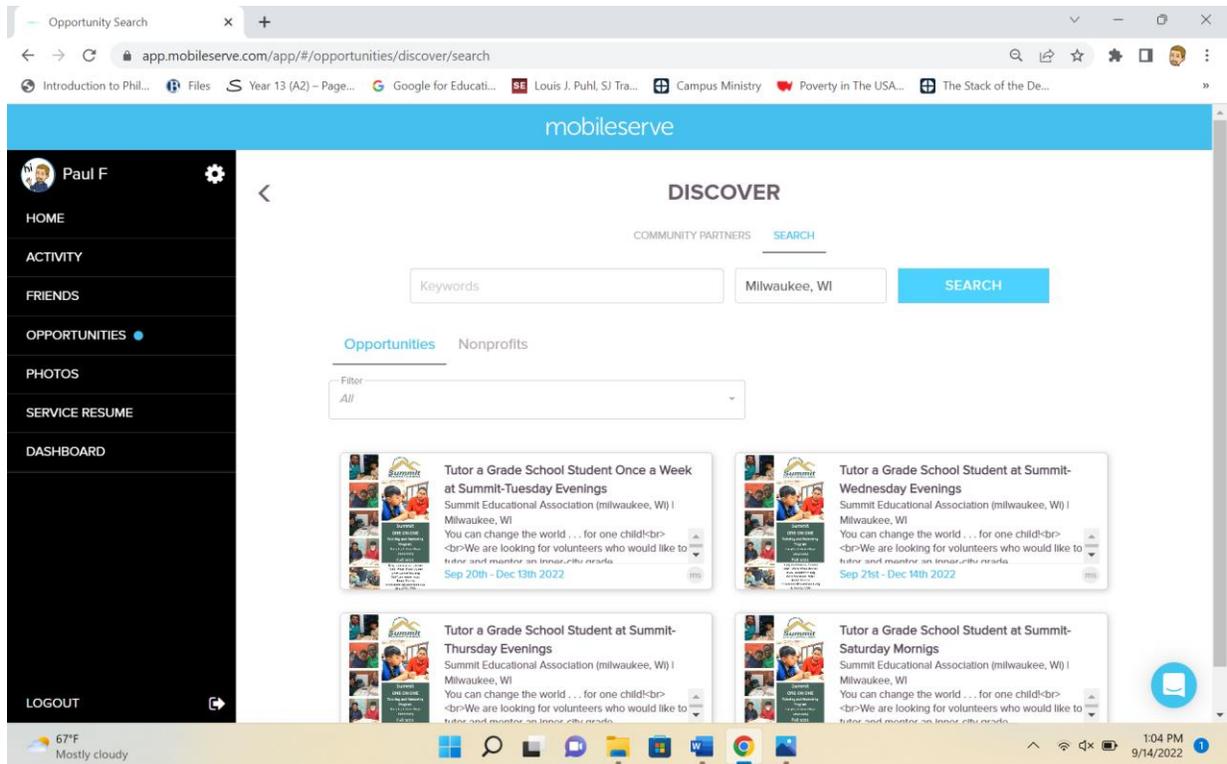
Click on an invitation to learn more about a specific opportunity.



To sign up for a service event, click the SignUp button. If all the spots are already filled you won't be able to sign up for that event.



If you click on the Discover Tab you will see Tiles for all of our Community Partners who have service opportunities available.



On the Discover page, click search and you will see all the events currently offered by our Community Partners.

MUHS Community Service Program—FAQs

How do I verify my service hours?

MobileServe will offer you 1 of 3 verification options. Students will need to enter an email address for the person from the organization who can verify their volunteer participation. Students can attach their location to their service log using geotagging on their devices. Third, students can have someone at the service organization sign a screen on their phone.

Can I count a volunteer event that isn't listed on MobileServe?

Yes. You can manually add your time with just a few taps on the MobileServe app. MobileServe makes suggestions based on your location and past service work.

What if I signed up for service but can't go?

If you sign up for a service opportunity and can no longer participate, simply sign in to your MobileServe account and remove your name from the list. Removing yourself from the list will open up the spot so that someone else can take your place.

What if I sign up for service and forget to go?

Hopefully this won't happen, but if it does you will not be able to count that opportunity as part of your service record. Your participation in a service event will be verified when 1) the supervisor of the service activity responds to the email sent to them by MobileServe, 2) the supervisor of the activity signs your service record using your smart phone app, and/or 3) your phone geotags you at your service location.

Do Service Hours "Roll Over"?

Yes. Service Hours completed **during** the academic year can be rolled over from one semester to the next.

For example: A sophomore who completes 6 hours of service at St. Rose and 12 hours of service to MUHS during the 1st semester will only need to complete 6 hours of service at St. Rose during the 2nd semester to meet the 24 hours of service requirement.

A Junior who completes 16 hours of service during the 1st semester would only need to complete 8 hours of service during the 2nd semester to meet the required 24 hours.

Can I do service during school breaks like Thanksgiving and Christmas?

Yes. Remember to log your hours after you complete your volunteer work.

Can I do service during the summer?

Yes. Students can apply a maximum of 12 hours completed during the summer to their upcoming sophomore and/or junior year service requirements.

For example, if a student participated in a mission trip over the summer, he can apply a maximum of 12 hours to his service requirement for the upcoming school year. For a sophomore, this would mean he only needs to tutor at St. Rose during the school year. For a junior, this would mean he only needs to complete 12 hours of service during the course of the school year. Those 12 hours can be done during either semester or split between each semester. ***Students must submit proof of summer service no later than Friday, October 7, 2022.***

How do I submit proof of summer service?

Summer Service hours can be verified in the same manner as service completed during the school year. Open your MobileServe account and click Log Hours. Follow the prompts to include the appropriate verification method (email, signature, photo/geotag). Choose Summer Service as the category.

What if I don't complete enough service hours during an academic year?

Students who do not complete the minimum number of required service hours will receive a "U" on their report card for "unsatisfactory completion" of the service requirement. Students who do not complete the required number of service hours during the school year will need to complete 36 hours of service over the summer and cannot be eligible for MUHS Sponsored Summer Mission Trips. Other consequences could include JUG, prohibition from participation in school activities, or dismissal from MUHS.

What if I have a U on my transcript?

Students receive a pass/fail grade for service during Sophomore, Junior and Senior years. If a student records no hours during the academic year or records less than the minimum required hours, he will receive a "U" on his report card for Unsatisfactory progress. A "U" on a report card means you did not record service hours by the deadline. So long as a student completes the required amount of service within his academic year (Sept—May) the U can be changed to an "S". If a student has a "U" on his report card at the end of the academic year and has to complete make-up service during the summer the U will remain on his transcript. He will still receive the .5 credit on his final transcript.

What if I'm ill on a day when my class goes to St. Rose?

Students who miss a day of service at St. Rose can make-up for the time they miss by participating in other service opportunities.

What if I do more than 24 hours of service between Sophomore and Junior Year?

That's awesome. Not only will you feel the satisfaction of making a difference in the community, you'll also be eligible for MUHS recognition and awards during your senior year.

MUHS Sponsored Summer Service Opportunities

Rosebud Reservation: 7-day service trip in June, 2023

Open to rising juniors who have completed sophomore year service requirements and rising seniors who have completed junior year service requirements.

Somos Amigos: 10-day service trip in May-June 2023

Open to rising seniors who have completed sophomore and junior year service requirements.

Courts for Kids 10-day service trip in May-June 2023

Open to rising seniors who have completed sophomore and junior year service requirements.

Logging Immersion Trip Service Hours

Summer Immersion Trips will be available under Events Tab. Record your hours after the trip has completed. Click the Category: MUHS Immersion Trips.



MUHS Community Service Program

Tools & Tips for Successful, Mission-Driven Service

1. Get to Know the MobileServe Service Tracking Program.

This program puts all of the opportunities, goals, and tracking capabilities at your fingertips. We create a MobileServe account for each student at the beginning of their Freshman year. This tool enables students and their parents to view available service opportunities, sign up for service events, record service hours and create an activity log of all of the service completed during their high school years. Mobileserve is portable! You “own” your info and can take your account with you to college.

TIP: Record your hours immediately after completing service so that you don’t forget!

2. Be Open and present to service activities!

Whether it’s through the class visits at Messmer/St. Rose or participation in a community meal program, or some other opportunity, what YOU put into your service experiences will transfer into so many other aspects of your life. You will meet new and interesting people, develop new skills and make a positive difference in the life of the people you meet. Challenge yourself to try a variety of service experiences over the next few years.

3. Start service now!

Don’t wait until the end of the semester or until next semester to do service. Check out the opportunities posted in MobileServe as well as activities listed in the student bulletin or those advertised by your club, homeroom, church or other organization.

A Note about MobileServe and Using your Smartphone

One advantage that MobileServe offers students is the ability to use their smartphones to track their service work. Smartphones can be used to get a supervisor’s signature and to geotag your location while completing service. Students need to limit their smartphone use at service sites to these purposes and should never allow phones to become a distraction to completing service. Always get permission from a site supervisor before using your phone! If using the photo option, never take a picture of a child. Never take a picture of an adult without his or her permission. Many service sites have confidentiality concerns that prohibit students from taking pictures and/or posting to social media while participating in service.

For More Information, contact the MUHS Campus Ministry Office:

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