The Summer Service Program supports young people of color to develop their leadership skills through working with their local churches and communities.

The program is designed to encourage and strengthen leadership capabilities within young adults, while nurturing a greater commitment towards community engagement.

Guiding Program Principles:
- A young adult leadership development program
- A belief in church, community and community building
- A belief in the resources, wisdom and strengths of churches and communities
- MCC Summer Service works with churches and agencies who have a holistic approach to community building
- MCC prioritizes Summer Service opportunities as they relate to peace, social justice and community development
- MCC Summer Service approaches its work through an anti-racist lens
- MCC Summer Service affirms adult mentoring through program supervision

Program Criteria for Partnership:
- MCC Summer Service partners with constituent congregations or related organizations
- MCC Summer Service works with young adults of color between the ages of 18-30 who are enrolled in higher education (Non-Pastors)
- Summer Service Workers can participate in the program for up to 2 years.
- MCC Summer Service seeks creative proposals that encourage strengthened leadership capabilities in young adults

Program Components:
- The MCC Summer Service Program is a six to ten week program run during the Summer months (June-August)
Affiliate churches and community groups create a proposal for a Summer Service project that will benefit the church and/or community. Churches and organizations should identify and interview young adult candidates who exhibit a willingness to learn, grow and lead.

Churches and related organizations will submit a proposal, along with the young adult application, to MCC.

MCC staff will review proposals and young adult applications and notify churches of acceptance. There will be follow-up discussions if necessary.

The MCC Summer Service Program includes an MCC orientation for its Workers at the beginning of the program. Contact your regional Summer Service Coordinator for orientation dates.

MCC requires partner churches/organizations to create a three person advisory team to provide ongoing support for the MCC Summer Service Worker.

MCC requires supervisors to walk alongside young adult during their term of service.

MCC will provide a grant to cover 75% of the Summer Service Worker stipends, while the sponsoring congregation or community group will provide 25% of the Summer Service Workers funds. (These funds provided by the church/organization can be negotiated.)

MCC will connect with the supervisor and Summer Service Worker throughout the summer assignment.

**Leadership Development:**

The program is designed to encourage and strengthen leadership capabilities within young adults, while nurturing a greater commitment towards community engagement. The main emphasis is on leadership development and it happens in 3 ways:

1. **Supervision** - The most important way leadership development happens is through the supervisor role. The supervisor is in charge of the worker’s learning and formation. The weekly hour long meeting between the supervisor and worker is the main place this learning and formation happens.

2. **Learning Strategy** - The worker and supervisor will design a learning strategy that provides a practical way for the worker to gain leadership skills. It’s important to set goals that challenge the worker and emphasize professional or personal leadership development.

3. **Advisory Team** - This team helps the supervisor’s efforts at the worker’s leadership development. The advisory team provides feedback to the worker on project and learning goals. The persons on this team also provide encouragement to the worker.

Ensuring that all 3 of these components functions well maximizes the potential for leadership development for the worker.
MCC Summer Service Program
Church/Organization Proposal Application
2017

*TO BE COMPLETED BY SUMMER SERVICE SPONSORING CHURCH/ORGANIZATION*

Young Adult Application should be submitted along with Proposal Application. Both Applications must submitted by March 31.

Name of Sponsoring Church/Organization:
________________________________________________________________________________

Address: __________________________________________________________________________
________________________________________________________________________________

Phone: (______) __________________________
Fax: (_____) ____________________________
Email Address: __________________________

Name of On Site Supervisor: ________________________________________________________

Day time Phone: (______) __________________________
Cell Phone: ______________________________________
Email Address: ___________________________________

Name of Summer Service Worker: _________________________________________________

Email Address: _________________________________________________________________

Are they:

18-30 Yes _________ No _________
Person of color Yes _________ No _________
Enrolled in higher ed. Yes _________ No _________
General Information
Provide us with information about the community so that we can better understand how a Summer Service Worker will benefit the area.

1. Describe your community (population, size, economics, industry, other information or interesting facts).

2. Describe the existing community programs, ministries of your church/organization.

3. Summer Service Workers may work six to ten weeks over the summer. Orientation is paid and counts as 1 week of Summer Service. What are the beginning and ending dates for this Summer Service project? ______________. What is the total amount of weeks? ___________

4. Summarize in one or two sentences the objective of the proposed Summer Service project or assignment.

Strategy
State several goals of your Summer Service assignment or project and name activities to support the goals. Describe how these will affect the church and community, and also describe how they will contribute to leadership development in the Summer Service Worker.

1. List three goals/outcomes for the Summer Service assignment or project. Describe 3-5 specific activities that will be performed to support those goals/outcomes.

2. Describe how your community will be impacted by this assignment.

3. Name at least three ways in which the Summer Service Worker will develop leadership skills during this assignment.

Support
Provide a three-person Advisory Team for the Summer Service Worker. Suggestions for inclusion are the supervisor, pastor, elder, etc. Those in this group will meet with the Summer Service Worker throughout the assignment in order to hear about challenges and growth areas, as well as to provide conscientious support for leadership development in the Summer Service Worker.

1. Who will be the members of a three-person Advisory Team for the Summer Service Worker? Describe how each of the three persons will interact with the Summer Service Worker.

2. How will the supervisor and Advisory Team work with the Summer Service Worker in setting goals and developing leadership skills?

3. How will the supervisor provide direct on-site supervision for the Summer Service Worker on a daily and weekly basis?

Orientation
Orientation is regionalized and typically held during the second week in June. This is a general orientation intended to provide tools and information for worker’s leadership development. Core topics include:

- MCC Overview
- Leadership skills
- Calling/Personal discovery
- Social Justice
- Community development
- Conflict Resolution

Biblical perspectives will be offered to motivate and encourage the Summer Service Workers in their assignments.
Orientation is **required** for all Summer Service Workers and counts as 1 week of the program. Prospective Summer Service workers who have conflicts with orientation dates will not be considered for the program.

In addition, Summer Service Supervisors are **required** to participate in **one** of the 3 group webinar orientations for Supervisors held on **May 1 at 3:30-5pm (EST), May 4 at 6:30-8pm (EST), and May 8 at 2-3:30pm (EST)** via Zoom. Instructions for the video conference will be emailed after you notify the National Coordinator- danilosanchez@mcc.org. Supervisor orientation will cover the Supervisor Handbook and include a PowerPoint Presentation along with Q&A. If you are not able to attend any of the Supervisor orientations, please contact the Summer Service National Coordinator.

**Finances/Hours**

Summer Service Workers will be paid $440 for each week that they participate in the program. MCC will provide a grant of $330/week, to which the participating church/organization will add $110. For a 10 week assignment, for example, MCC will provide a grant of $3,300 to the church/organization, the church/organization will contribute $1,100, and the total amount paid to the worker will be $4,400.

The grant money from MCC is to be paid to the Summer Service Worker and is not for church or project resources. The grant compensation of $4,400/10 weeks is based on the average national minimum wage ($11), working at 40 hrs a week. **It is expected that the Summer Service Worker and the congregation/organization will consider this a full-time assignment (40 hrs/week).** It will be the responsibility of the supervisor and worker to ensure that this is the amount of time worked.

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**Tax Memo**

Summer Service workers are considered employees of the church or organization for which they are working, and the amounts paid to the workers are considered wages. Therefore, taxes must be taken from the $4,400 grant monies. For organizations that have other employees, this means simply adding one more person to the payroll. For churches or organizations that have limited experience or resources, they should consult the Tax Memo provided by MCC. It is the responsibility of the church/organization and supervisor to inform the worker about the taxes and to report the wages to the federal and state government.
**Memorandum of Understanding**

Prior to beginning the Summer Service project, the church/organization, the Summer Service Worker and MCC will sign a Memo of Understanding (MOU) that they agree to adhere to these guidelines for project goals, support structure, orientation, grant compensation, and tax memo.

Please sign below that you understand and agree to the items as they are stated in this application, including orientation attendance, supervision, and financial obligations.

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MCC Summer Service Program
Program Activity Timeline 2017

December-January  MCC regions will connect with local/regional constituents detailing the Summer Service Program.

February 1- March 31 Churches will submit proposal along with young adult application.
*Churches/organizations should already have a young adult in mind for Summer Service work. It will be their responsibility to conduct interview/selection of young adult*

April 3- 14 MCC will review church/organization proposals and young adult applications.
*Proposals and applicants will be evaluated by potential for leadership development, community or church impact, thoroughness, clarity, proper supervision, etc.*

April 17-21 MCC will conduct follow up discussions, if needed, to finalize any details of program or answer any questions.

April 24-28 Churches/organizations and young adult applicants will be notified regarding acceptance.
*Letter of acceptance will include packet for Supervisors and Workers outlining program and expectations as well as final MOU (Memorandum of Understanding)*

May MCC National Coordinator will hold Supervisor orientation for all program partners.

June Summer Service Workers attend required regional orientation.

June-August Summer Service Program in process.