

διακονία

2019-2020 Service Hours Program Handbook

St. Dominic Savio Catholic High School

The Diakonia Christian Service Program

Christian Service in the Image of Christ

“Just as you did it to one of the least of these who are members of my family, you did it to me.” Mt. 25:40

At St. Dominic Savio Catholic High School we strive to live our Christian vocation by “forming servant leaders in the Image of Christ”. One way in which we answer this call to give of ourselves is through our Diakonia Christian Service program. “Diakonia” is a Greek word found more than 30 times in the New Testament. It is translated as “service” or “ministry” and it captures the Christian notion of service for the least of our brothers and sisters to which we are all called as followers of Christ.

The life of a Christian is one of loving service to those in need. The Diakonia Christian Service Program of St. Dominic Savio Catholic High School is an opportunity to explore the many service and ministry opportunities of the Church and the wider community outside one's normal circle of friends, family, and neighborhood. The program is comprised both of loving action and prayerful reflection.

IMPORTANT COMPONENTS OF THE DIAKONIA PROGRAM

† The Spirituality of Service

Diakonia is the freely offered gift of one's time, talents and personality to meet a need in society. We can be Christ for others in many ways. While some of the agencies where we carry out our ministry are not “Church-related”, we consider the student's contribution to be “Diakonia” in that our faith is the motivation, prayer is the source of our strength, and to serve as Jesus did is our goal.

† An Opportunity to Learn

Diakonia is an opportunity to learn and grow in a unique way. Through Christian service, students may discover their personal gifts, values, limitations, and dreams for the future. Students will learn about people and have their eyes opened to the problems and challenges in our community in ways which cannot be experienced in a classroom.

† Service Using Individual Gifts

Students have particular interests as well as gifts and talents. In order to be a servant leader according to the call God is giving, a person should examine his/her own gifts and interests. Listen to the Holy Spirit. It is often better to find something that will be difficult or challenging, but that is interesting. The easy sites and projects aren't necessarily the most fun or rewarding. When one stretches beyond one's “comfort zone”, the rewards are often greater.

† Reflection Process

Each year you will write a Reflection Paper that will be assigned and graded in your Theology class. This paper must be completed two weeks after service hours are due. In addition, the Senior Service Project offers other opportunities to reflect and expand on one's experiences in the Diakonia program.

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PROGRAM REQUIREMENTS AND CONSEQUENCES

Diakonia hours are a graduation requirement. During the Freshman, Sophomore, and Junior years, each student is required to have a total of 15 hours of service. **All service must be for a non-profit organization and must meet a need in society.**

† Start Date for Ministry

Students may begin their Diakonia service as soon as they are high school students at St. Dominic Savio. Therefore, service may begin as early as the first day of June the summer before a student's freshman year.

For transfer students, hours begin the first day of June before the beginning of the school year, or, for transfers in the middle of the school year, Diakonia hours start counting the day the student enrolls at St. Dominic Savio.

† Hour Requirements

Freshmen, Sophomores, and Juniors must complete 15 hours each academic year. These hours must be logged to x2vol within 30 days of working the hours, and all hours must be logged to x2Vol by the third Friday in April. Hours entered during the summer will count towards the *following* year's requirements.

- **Service to Others:**

At least 10 of the required 15 hours for Freshmen, Sophomores and Juniors must come from service that benefits the "larger society" (outside the Savio Community). This would include service that comes from volunteering time to meet needs in local communities, churches, and/or the worldwide community.

- All service must be for a non-profit organization and must meet a need in society. See "criteria for Diakonia projects" below for more information.

- **Service to Savio:**

Up to 5 of the required 15 hours may come from service performed at Savio or for the benefit of Savio groups and clubs (the Savio Community).

Seniors must complete 15 hours during the Senior Service Project. Detailed requirements for the Senior Service Project are documented in a separate Senior Service Project Manual.

† 200 Club

Students are encouraged to give of their time generously in response to the God who loves us gratuitously. Graduating Seniors who serve for 200 hours beyond the minimum annual Diakonia requirement (minimum total of 245 hours) and log these hours to x2vol will be honored with membership in the "200 Club". These exceptional students receive recognition at the end of their senior year, and receive an award plaque. Their names are then listed on a plaque near the front entrance of the school which reminds all current students of the legacy of service that our alumni have established.

† Logging hours - MobileServe

St. Dominic Savio uses an online service tracking tool called "MobileServe" (app.MobileServe.com) to record and track service hours. Service opportunities at Savio and from the local community may also be found on this site. Events found on the site that have not posted by Savio are not vetted by the school. Students are responsible for ensuring all volunteer opportunities meet the requirements of this program.

Hours must be logged in MobileServe within 30 days of completing any project a student wishes to count toward the Diakonia program goals.

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Details on how to use MobileServe can be found on the support page of the MobileServe.com webpage.

Hours must be “verified” either by geo-location (if hours are logged on site) or by supervisor email.

† Consequences for Incomplete Hours

As stated above, the third Friday in April is the due date for the annual quota of hours for each student. Students will be given a reminder of this date in the Spring Semester in Theology class.

Diakonia hours are a graduation requirement and a central part of the Mission of the school. Students who do not have the annual quota of hours entered and approved in MobileServe by the April due date will be ineligible for participation in extracurricular activities. Students may regain eligibility as soon as missing hours are entered, approved, and verified by the Formation office personnel.

Additionally, a student deficient in required hours for the year has not met requirements to advance to the following grade level. Therefore, they cannot be enrolled in classes for the next school year until the deficiency is remedied.

CRITERIA FOR DIAKONIA PROJECTS*

You have many options in selecting service projects to submit for Diakonia program hours. You may find a non-profit agency on your own or serve an agency listed in X2Vol if it meets the following criteria:

1. VOLUNTEER SERVICE

Diakonia is a contribution of your time and talents in a volunteer capacity. **This is work that is not for payment and outside of the service we already freely give to family, friends, and neighbors.** Whereas it is a requirement of St. Dominic Savio for a student to have the prescribed number of hours in order to graduate, the agency the student chooses, the hours worked, etc. are of the student’s choosing. **However, the agency must be non-profit and the hours the students work must assist in addressing a recognized need in society.**

All organizations and agencies must be approved by the Director of Formation. If you have doubts, please clear agencies in advance.

2. SUPERVISOR PRESENCE

An adult who is not your parent must be available at your service site to supervise and validate your service. The supervisor should also be available to provide training, support, and assistance. Due to liabilities, all ministry work **MUST** be with an adult supervisor. If hours are not entered on-site and geo-tagged, supervisors will be required to validate hours using email when they are logged in MobileServe and so **must have a working email address.**

3. SERVICE AGENCIES

You are highly encouraged to minister through your church or parish. Contact someone on the staff about ministry opportunities (Pastor, Youth Minister, DRE, Liturgical Ministry Coordinator, Social Ministries Director, etc.).

In addition, there are many other non-profit agencies and organizations in need of support.

All service hours logged must be at the service of, and under the direction of, an established non-profit organization. **Hours worked privately by the student and/or their parent do not qualify.**

If you have any questions about an agency or organization see your theology teacher or the Director of Formation and Ministry.

**All organizations must be approved by the Director of Formation in advance.*

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COMMON QUESTIONS REGARDING THE DIAKONIA PROGRAM

† What is not included in my service hours?

- Initial interviews, transportation to the ministry site, lunch breaks, dinner breaks and hours being served due to disciplinary action do NOT count towards one's required service hours.
- Babysitting (unless for a parish in a group child care setting with supervision) and work for family, friends, or neighbors, does not count.
- Donations of goods do not count, regardless of the donations site's policy, but the time spent collecting the goods may count.
- Work done in one's home, or the home of any relative, even with parental and/or adult supervision, cannot be counted. All service must be for a non-profit organization and must meet a need in society.
- Using hours done to complete another program's requirements is also not allowed. A student may have service requirements for other groups or programs besides those that are required for St. Dominic Savio, such as Confirmation preparation, the Eagle Scout Award, NHS, etc. These hours are the benefit of those programs, and are not counted as valid hours in the Diakonia Program.

† How are hours counted for ministry during Mass and Sunday services?

Liturgical ministry is greatly encouraged. Keep a record of all masses in which you participate as an altar server, lector, Extraordinary Minister of Holy Communion, choir member, etc. Altar servers and choir members receive a full hour for each Mass. Lectors and Extraordinary Ministers of Holy Communion will receive $\frac{1}{4}$ hour for each Mass. Any training will also count towards a student's total hours.

† Can student managers on athletic teams count any of their work for hours?

Yes, student managers can log up to 25 hours per season for their work. All these hours must be documented, keeping in mind that time in transit and breaks are not counted for any project. All 25 hours will be considered "Service to Savio" and so only 5 may be applied to a student's required goals; the remainder may be applied to the 200 club.