I. What Do You Want To Do?
A. Identify an area of service you would like to do.
   i. Education
   ii. Healthcare
   iii. Hunger & Homelessness
   iv. Environment
   v. Other
B. Is this a one-time or on-going service opportunity?
C. Are there any current volunteer opportunities in the community that you'd like to engage in?

II. Why Do You Want To Do It?
A. What are the problems or needs it addresses?
B. What benefits do you expect it to have for the community?
   i. Consider one time versus ongoing and implications.
C. For the students?
D. For you as a leader?
E. For PLU?

III. Identifying Community Organizations
A. Identify 2-3 community organizations you'd like to work with.
B. How will you connect with the organization?
C. How do you know they want your help?
D. What will your relationship be?
E. What do they expect from you?
F. What do you expect from them?

IV. Plan the Details
A. How many students does the community partner need?
B. How will you recruit other students for this opportunity?
C. How many students will actually be going?
D. Are there requirements the students need to satisfy before doing the work?
E. Does the work require students to have background checks?
   i. If so, how will you ensure they are completed?
F. What day(s) and hour(s) will the work take place?
G. How will you handle transportation?
H. Is there any need for cash or funding?
I. What campus resources will you use to support this service opportunity?

V. Identify the Learning Outcome Goals
A. How will you know they are achieved?
   i. Students will gain insight and perspective into the life of another person
   ii. Students will have a deeper understanding of self, world and community
   iii. Other goals developed by the students themselves

VI. Establish a Reflection Plan
A. What questions or topics will you ask to consider before engaging in service?
B. What questions or topics will you ask or consider after you have engaged in service?
C. What are your ideas for reflection activities?

VII. Follow Up
A. What will you do to follow-up or follow through with beyond the service and its reflection?
   i. Will there be a follow-up service opportunity?
   ii. Will you invite community members on campus?
   iii. Any follow up communication needed with the organization?