

Project S.H.I.N.E. FACT SHEET

Service-Learning
(Spring 2018)

BACKGROUND INFORMATION

In the mid-1990s, the United States tightened its immigration policies and implemented Federal Welfare Reform. This legislation increased the strain on immigrant communities throughout the country. As a direct result, Hawaii saw cutbacks in social services and welfare provisions for its non-U.S. citizens. The Chinese Community Action Coalition (CCAC), a non-profit grassroots organization, responded. In 1996, the CCAC developed the Honolulu Chinese Citizenship Tutorial Program (HCCTP) - to help immigrants pass the naturalization examination for U.S. citizenship.

The HCCTP's successes have involved student-tutors from UH-Manoa, Chaminade, KCC, HCC, HPU, and Michigan State. Inspired by the HCCTP, similar service-learning opportunities have evolved at other sites. Each local program needs student-tutors each semester.

You can get involved through S.H.I.N.E. – “Students Helping in the Naturalization of Elders.” This *national service-learning initiative* supports the Hawaii tutorials by engaging college students in English language tutoring and intensive review of the INS exam's civics material.

THE GOALS OF THE PROGRAM

1. To tutor immigrants of Honolulu communities - to help them learn English and pass their citizenship exams . . . thus maintaining their quality-of-life.
2. To promote inter-ethnic agency, community, and university collaboration.
3. To raise the consciousness of college students concerning government policies toward immigrants and the “immigrant experience”.
4. To promote and facilitate the empowerment of immigrants in Hawai'i.

COURSE REQUIREMENTS ASSOCIATED WITH S.H.I.N.E.*

1. Attend all training/workshop sessions. Consult your campus coordinator in advance of any time conflicts.
2. Complete the program's paperwork and your school's Service-Learning registration (registration, waiver and contract).
3. Secure your shift appointments. Commit to that shift **by tutoring during each of your 2-hour shifts**, for the duration of the 10-week program
4. Keep journals of training and tutoring sessions - Include summaries of events, thoughts/reflections about what happened, and links to course material. Discuss the S.H.I.N.E. service-learning experience with your professor.
5. Complete program evaluation.

* Requirements for courses are ultimately defined by their respective instructors.

NOTE - OUR SCHEDULE & REQUIREMENTS ARE DIFFERENT (JUST FOR THIS TERM)

We're usually open every Wednesday, Saturday, and Sunday for 10 weeks each semester. Due to complications with construction projects at our usual Kalanihouia site, we are operating out of Lanakila Multipurpose Senior Center. Wednesday's schedule will remain the same, but our Saturdays will be restricted to 2 per month (see calendar). We will be closed on Sundays. We'll require each tutor to offer 16 hours of service, rather than the usual 20 hours. This means Saturday tutors will pick up 2 Wednesday shifts, and Wednesday tutors will be assigned 2 dates "off" from tutoring



TUTORING SESSIONS

Tutors are expected to focus on two areas: understanding and passing the citizenship test, and conversational English. The focus for each session will be determined by the learners and their needs/requests.

Each tutor is required to complete **16 tutorial hours** and **5 training/reflection hours** by the end of the program's 10-week period. After completing SHINE's Orientation, you will choose **one** tutorial shift that you will commit to for the duration of the program (**February 7 – April 21, 2018**). Tutorial shifts are listed in the table below. **Wednesday tutors will be assigned 2 dates "off,"** and Saturday tutors will be assigned to 2 additional shifts on Wednesdays.

AREA	DAY	LOCATION	SHIFT
Liliha	Every Wednesday	Lanakila Multipurpose Senior Center 1640 Lanakila Ave, Honolulu, HI 96817	4:00pm – 6:00 pm
	Selected Saturdays (2/10 & 24; 3/3 & 17; 4/7 & 21)		9:30 am - 11:30 am

*** Please come to SHINE's Orientation ready with your first & second choice for a tutorial shift and \$5 for a field book. Sign-up is on a first-come, first-served basis and we do not guarantee you will get your first choice.

MAKE-UPS

Any time missed (absences, tardies, certain holidays, etc.), must be made-up. Make-up work is scheduled by making arrangements with a tutor coordinator to attend another shift.

Each shift is 2 hours long, and *punctuality is important*. Prior to the beginning of their shift, tutors must inform their shift coordinator if they will be absent/late.

TRAINING SESSIONS

These sessions are mandatory. The first is an *orientation, registration, and shift scheduling* session. Second, *on-site training* features immigration and naturalization information, exercises on aging and cultural sensitivity, web tools, and tips for developing yourself as a tutor. Lastly, our mid-semester *Reflection Workshop* provides a forum for any problems and observations that may have arisen during the first few weeks of tutoring and allows students to "own" the program by developing it together. It also provides help for writing reflection papers & focuses on sharing and learning from our learners.

Training dates, times, and locations are listed in this table. Please note the things you should bring along with you.

Training	Date	Time	Location	What to Bring
Orientation	Sat., Jan. 27 th	1:00 pm	Henry Hall 124 (at CUH)	1 st & 2 nd choice for tutorial shift. \$5 for Field book A pen & your school's SL Forms
<i>At the orientation, you will receive a shift assignment AND a corresponding appointment for your on-site training.</i>				
On-Site Training	Wed., Jan. 31 st	[Time will be assigned at orientation] Lanakila Multipurpose Senior Center 1640 Lanakila Ave		Tutorial Timesheet (to be signed on-site), field book.
Reflection Workshop	Saturday, Mar. 3 rd	3:30 - 5:00 pm	Kieffer 9 (at CUH)	Any questions, comments, concerns you have, plus stories you'd like to share regarding your tutorial experience thus far.

HOW DO I SIGN UP?

For service-learning credit through Project SHINE, you must **first** follow your school's instructions for Service-Learning registration. Please find the appropriate link below.

For Chaminade students: Go to the Service-Learning section of Chaminade University's website, <https://servicelearning.chaminade.edu/>. **GO TO THE "GET STARTED" TAB** to register. Once you complete the online registration form, print out the waiver form. Complete this form and get it signed by a SHINE Coordinator at Orientation.

For KCC SL students: Please go to <http://kapiolaniserve.weebly.com>

For UHM SL students*: Please follow instructions on the Getting Started factsheet, which you can find the ACCESS-Engagement website: <http://servicelearning.socialsciences.hawaii.edu/resources.html>

*If you are doing Project SHINE as a volunteer and not for a service-learning course, we ask that you still complete the registration.

NEXT, all students must come to the SHINE Orientation as described in the preceding section. **BE ON TIME**; we will cover essential material in 30 minutes. Shift scheduling takes place immediately after you complete Orientation. Any scheduling conflicts with Orientation should be resolved **BEFORE that date**; please contact us. No make-up orientations will be scheduled for volunteers who come forward after the pre-scheduled Orientation date.

FOR FURTHER INFORMATION & LEADERSHIP OPPORTUNITIES:

- Please visit our website. (in the "Find a Project" tab, you'll see SHINE) <https://servicelearning.chaminade.edu/>
- Contact the Project SHINE Director, Candice Sakuda, at csakuda@chaminade.edu.
- If you are interested in becoming a site coordinator or student leader, please send an email before the end of the first week of classes.