

VOLUNTEER SERVICE AGREEMENT

U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS

VOLUNTEER SERVICE AGREEMENT

between

and

Educational Institution

Bureau of Prisons Facility

This agreement forms a basis of mutual understanding between the above parties in matters relating to voluntary services of students enrolled at the above educational institution and assigned to the Federal Bureau of Prisons.

PURPOSE OF THIS AGREEMENT

The anticipated result of this agreement is that each party will assist the other in the accomplishment of program objectives. For the educational institution, it is recognized that such objectives are educational in nature.

While the Federal Bureau of Prisons is also concerned with the enrichment of curricula and student learning, the primary program objective is to bring about a stronger relationship between the efforts of educators and the occupational needs of the Federal Bureau of Prisons and students.

AGENCY RESPONSIBILITIES

The Federal Bureau of Prisons (agency) agrees to :

1. Designate a staff member to act as liaison with the educational institution,
2. Assure that work performed by the student is educationally related,
3. Notify the student of the probable duration of the work assignment,
4. Provide opportunities for students to become involved in early career exploration as a basis for making realistic decisions regarding their future careers,
5. Provide exposure to the work environment as a means of encouraging students to develop with ethics and to acquaint them with various Federal missions,
6. Support affirmative action programs to assure that ethnic and racial minorities, women and the handicapped are informed of occupations available within the Federal Bureau of Prisons.

RESPONSIBILITIES OF THE EDUCATIONAL INSTITUTION

1. Designate a representative to work with the agency liaison officer,
2. Inform all likely student candidates of the volunteer service opportunity
3. Refer all interested and qualified candidates to the agency without discrimination,
4. Furnish the agency with requested information about the student's field of study and academic standing,
5. Inform the agency of any change in a student's status, including termination of study, change from full-time to part-time enrollment, shifts to other major areas of study and failure to maintain required standards of the educational institution or the Federal Bureau of Prisons.