

President's Volunteer Service Award Guide

Contents

- Overview/Summary
- Awards and Recognition
- Eureka Youth Volunteer Opportunities
- Qualifying External Service Hours
- Requirements
- Dates and Deadlines



Overview/Summary

Eureka Enrichment Services, Inc. (Eureka) is a Puerto Rico based non-profit organization founded in 2014 that has been committed to providing high quality learning opportunities for all students in Puerto Rico, growing STEM (Science, Technology, Engineering and Mathematics) education for teachers and students, and bringing robotics to every municipality. In all corners of Puerto Rico, close to 500 students are currently working to find solutions to problems in their communities, practice essential team values, and build and program robots. In addition, Eureka is the official Puerto Rico partner for FIRST® Robotics, the National Spelling Bee, and Zero Robotics with MIT/NASA.

Volunteers fuel our programs and support our mission to make high quality STEM learning affordable and accessible to all communities on our island. We are excited to announce that, as of November 2019, we are now a certifying institution authorized to nominate individuals to receive the President's Volunteer Service Award. This prestigious award is given to volunteers who demonstrate dedication and service to charitable organizations in their community. With this distinction, this honor can now be bestowed upon Eureka youth volunteers that complete a designated number of volunteer service hours within a 12-month period. Past and current FIRST® Puerto Rico participants now have an extraordinary opportunity to not only serve their community by inspiring other young students to become involved in STEM, but to receive recognition for their service. For more information, please visit: <https://www.presidentialserviceawards.gov/>



Awards and Recognition

Eureka youth volunteers may qualify to:

- Be nominated for the **President's Volunteer Service Award** (**50-100 hours minimum required)
- Be featured in our Social Media **spotlight article**, highlighting their volunteer achievements (*30 hours required)
- Attend the **Eureka Volunteers Appreciation Banquet** (*20 hours required)
- Receive a **letter of recommendation** by the directors of Eureka (*20 hours required)

***To be nominated, youth volunteers must complete 40% of their volunteer hours for the President's Volunteer Service Award by volunteering directly for Eureka*

**All required hours for the spotlight article, banquet, and letter of recommendation must be completed by volunteering directly for Eureka*

Eureka Youth Volunteer Opportunities

There are lots of fun ways to volunteer with Eureka! Some opportunities include:

- STEM Ambassadors
- Camp Eureka Counselors in Training
- Event Volunteers
- **LEGO** Mission Builders



STEM Ambassadors –

This is for our **FIRST LEGO** League (FLL) Puerto Rico Alumni who would like to share their experiences and knowledge in various capacities! We need responsible and experienced STEM students who will represent the FIRST® program with pride and support our mission to help bring the FLL program to more kids in Puerto Rico. Attendance to every event is not required. We will send a calendar of events for volunteers to indicate their preferences. All ages are welcome.

Possibilities include:

- Mentoring a rookie team
- Serving as an FLL representative/supportive staff at sponsored events (i.e. Open House, Teacher Training, Summer STEM Camps, EXPO events, Engineering Events)
- Supporting students in need as science or math tutors
- Working as EV3 robot or coding technical support specialists for teams in need (virtual support or visiting schools)
- Support Eureka's outreach by helping out with Saturday STEM workshops

Camp Eureka Counselors in Training - Junior and Senior high school students are welcome to be part of our **FIRST LEGO** League (FLL) Summer Leagues or with Camp Eureka. No experience is required. Our Counselors in Training support all aspects of camp life. They can be paired with lead teachers, manage the snack bar, be our official photographers, manage the Board Game Zone, etc. These volunteers will have many active and fun ways to serve!

Event Volunteers - No experience required. We need responsible Junior or Senior high school youth volunteers to support Eureka in the many exciting events we hold throughout the year. Examples include setting up for events, working as event staff, or helping with tear down and clean up after events have finished. Opportunities include events such as Robotics Tournaments, the Spelling Bee, Zero Robotics, etc. Attendance at every event is not required. We will send a calendar of events for you to indicate your preferences.

LEGO Mission Builders – Youth volunteers can support the construction of **LEGO** Mission builds necessary for **FIRST LEGO** League (FLL) events by assembling blocks and sets. No experience is necessary and all ages are welcome.

Qualifying External Service Hours

Eureka believes strongly in the talent that our young people have to improve our community. While the previous section presents volunteer opportunities specific to Eureka, we also encourage students to apply their external volunteer hours (in addition to their volunteer time with Eureka) to qualify for the President's Volunteer Service Award. Please note that any student that hopes to be nominated for the President's Volunteer Service Award by Eureka must complete 40% of their required hours by volunteering directly with Eureka programs, activities, and events. The additional 60% can be completed with external organizations and opportunities. To meet the hour requirements associated with additional Eureka volunteer recognition opportunities (letter of recommendation, volunteer banquet, and spotlight article), youth volunteers must volunteer for Eureka programs specifically.

Please note that external hours must be approved directly by Eureka's Executive Director. This verification process will require a signature from an official associated with the external volunteer organization to verify the amount of hours worked, event location, and the type of work done. Eureka will provide the official form. Once submitted, Eureka will evaluate and approve these hours on an individual basis.

For a list of approved volunteer hours, see below.

Qualifying External Volunteer Opportunities and Organizations

- Community service/service learning hours completed for a class
- Training/orientation/volunteering completed for another non-profit organization
- Planning/facilitating/evaluating a community service project
- Attending meetings or taking a leadership role with a non-profit/government board
- National Honors Society volunteer hours
- Boy Scouts/Girl Scouts community service programs
- Student government (30 hours maximum)

Eligible Service does not include:

- Donating funds
- Political lobbying (Non-partisan voter registration is an eligible activity)
- Religious instruction
- Conducting worship service
- Proselytizing
- Volunteer service performed as part of court-ordered community service
- Serving only family members

For questions regarding volunteer hours that are not reflected here, please contact Eureka's Executive Director (Miray Ramy) at mramy@eurekaenrichment.org for approval.

Requirements

General

Each youth volunteer must:

- Be a middle school or high school student (8th grade to 12th grade)
- Be between the ages of 13 and 18 years old
- Complete their desired number of volunteer hours within a 12-month period*

** Please note that 40% of submitted volunteer hours for the President's Volunteer Service Award must be directly related to supporting Eureka programs. All external hours must be approved on an individual basis by Eureka's Executive Director.*

President's Volunteer Service Award Hour Requirement

For teens aged 11 – 15 years old, the three award options are listed below:

- Bronze: 50-74 hours
- Silver: 75-99 hours
- Gold: 100+ hours

For young adults aged 16 – 25 years old, the three award options are listed below:

- Bronze: 100-174 hours
- Silver: 175-249 hours
- Gold: 250+ hours

Individuals are also eligible to apply for the Lifetime Achievement Award through Eureka if they complete over 4,000 service hours within their lifetime. Please note that this award is not currently being offered by the National Office, but may return at a later date.

Dates and Deadlines

Youth volunteers must complete and submit their total hours within a 12-month period (within the calendar year starting in September and ending the following September). For example, if a youth volunteer wants to be nominated for the President's Volunteer Service Award in 2021, they must complete their required service hours between September 2020 and September 2021.

All requests for President's Volunteer Service Award must be made within the final month of the 12-month period. All spotlight articles and recommendation letters requests must be submitted at least 2 months before the end of the volunteer's term as Eureka Ambassador.

Please see the below calendar for further details:

September	Program Launch – Interested volunteers can fill out the SurveyMonkey form and sign up for roles throughout the year
October - June	Volunteer with Eureka programs and external opportunities!
July	Complete required volunteer hours
August 1 st	Hours submission deadline to attend the Volunteer Banquet
September 1 st	Final hours submission deadline

To get on our Volunteer Registration please fill out this form: