

# TEAM LEADER AGREEMENT

Pre-IB Freshman and Sophomore Community Service Project

Annual IB Boosters Club Beach Clean Up

April 9, 2022 from 9:00 am – Noon

Student Name\*: \_\_\_\_\_ Student Cell Phone\* # \_\_\_\_\_

Student Email\* \_\_\_\_\_

Any student may be a Team Leader. All Team Leaders are expected to fulfill the responsibilities outlined below. Team Leaders **MUST** communicate with all members of their team and you must gather all of their email addresses and phone numbers. Team members do not have to be in your current friend group. You and your team will claim your cleanup mile(s) on a first come, first serve via a Sign Up Genius link provided to you. **All Team Leaders are required to submit (1) a Permission Slip, (2) this Team Leader Agreement AND (3) a Transportation Planning Worksheet to Mrs. Kennedy by no later than March 2nd.**

Team Leader responsibilities are:

- **Attend** the Team Leader Meeting on **March 9<sup>th</sup> at 2:50pm at the amphitheater** to set up the beach cleanup gear bag and confirm your forms are in and signed properly
- **Ensure** transportation needs are coordinated for every member of your team. To do this, you must complete a Transportation Planning Worksheet (that will be provided to you) and submit it to Mrs. Kennedy no later than **March 2nd**. This worksheet requires you to:
  - (1) **Coordinate an arrival time** so all members of your team arrive at the Check-in/out Station at the same time. **Teams must check in together, clean the beach together and check out together** to ensure the safety of all team members.
  - (2) **Arrange transportation for the entire team from the Check-in/out Station to the Beach Cleanup location and from the Beach Cleanup location back to the Check-in/out Station.** This can be provided by one or more parents but must be coordinated by the Team Leader before the day of the cleanup.
  - (3) **Ensure that every member of your team has made arrangements for a ride from the Check-in/out Station to their home.**
- **Supervise** your team and act as the point of contact between the Check-in/out Station team and the students while on the beach.

**For this extra work and responsibility, Team Leaders earn 10 service hours for completing this project (as opposed to 5 service hours for regular Team Members).**

Signature of the Student\*: \_\_\_\_\_

Signature of Parent/guardian\*: \_\_\_\_\_

Parent email\*: \_\_\_\_\_

Parent cell \*: \_\_\_\_\_ Date\*: \_\_\_\_\_

\*Required Fields

**REMINDER: This Team Leader Agreement must be turned in to Mrs. Kennedy by **March 2nd**.**

**NOTE: All team leaders are required to submit (1) a Permission Slip, (2) this Team Leader Agreement AND (3) a Transportation Planning Worksheet to Mrs. Kennedy *before* they get the Sign Up Genius link and are allowed to sign up for a section of beach to clean.**