



## Level 3 Project Advisor Information Sheet

Thank you for your interest in being a project advisor for a Medallion Program Level 3 project. Below is information about Medallion Program, the requirements of the Level 3 participate, and expectations for you as the students advisor.

*The mission of the Medallion Program is to prepare individuals to understand, develop, believe in, and demonstrate their leadership capacity.* This is done through workshops, speakers, self-reflection, and feedback. The program has the theoretical framework of the Social Change Model and the Leadership Programming domains from the Council for the Advancement of Standards in Higher Education (CAS). See attached for the breakdown of programs framework and learning outcomes.

The focus of level three is to create positive social change through leadership. Students should apply the lessons they learned from level 1 and 2 to improve their community. In order to do that the student can design and implement a project that improves a community with the help of a project advisor (YOU) who has direct connections to that community.

If you have any questions regarding the Medallion Program, level 3 project, or expectations please don't hesitate to email us at [medallion@rochester.edu](mailto:medallion@rochester.edu)

### Details for students to accomplish a level 3 project:

- Students work with project advisor to create a project proposal to be submitted to the Medallion Program Advisory Committee (MPAC) within 30 days of the semester.
  - Proposals **must be created in collaboration with the student and the project advisor**
  - Proposals will be submitted through the Medallion Program CCC page answering the questions below:
    - How does it benefit the Rochester community?
    - How does it integrate all six domains of the Medallion Program?
    - How do you plan to execute the project?
    - What is the proposed timeline of completion?
- Students are required to work on the project for 15 hours
- Students must take lead of the project
- Project cannot be clerical
- Project must benefit the Rochester campus and community
- Students must apply all 6 domains into the project

### Expectations of you as a project advisor

- Meet with student to review ideas and create a proposal
- These projects should not require financial resources. There are resources that the Medallion Program can provide which should be discussed in advance.
- Provide ongoing support to the student throughout the project, checking in both through electronic communication and in-person meetings to ensure the student can complete the project within the specified timeline
  - Use the learning outcomes of the Medallion Program as a guide for your ongoing support and developmental growth in the student
- Complete a Level 3 Mid-Evaluation, via submitting a form, on how communication and the project is going.
- Complete a Level 3 Final Evaluation, via submitting a form, on how the project wrapped up and any growth you have seen in the student.

### Incentives for the you and your department

- Invited to the Medallion Program Reception
- Help develop an area in your department you haven't been able to dedicate the time to explore