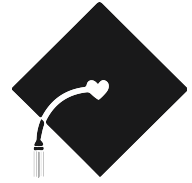


# Bonner Leader Program

## Start-Up Check List



*Below are the essential steps you should accomplish in preparing to launch your Bonner Leader Program. See the Bonner Resource Wiki for links [here](#) for links to resources on each section below. You should also have regular contact with Bonner Foundation staff throughout this process.*

### **Staffing and Location**

- Decide where would the program be housed.
- Decide who will coordinate the Bonner Leader Program in the first year and other individuals who can provide support for the program.
- Recruit 2-3 sophomore or juniors to assist you with the start-up steps outlined below (and then be available to serve as Bonner Senior Interns in the start-up year).

### **Securing Work-Study Stipends**

- Secure the Community-Service Federal Work-Study or College Work-Study stipends for your Bonner Leaders so they can serve an average of 10 hours per week throughout the school year.
- If possible, identify additional sources of funding that might be offered to your Bonner Leaders (including summer service stipends).

### **Recruiting Your First Class of Bonners and Partners**

- Decide how many Bonner Leaders you want to recruit for the first year.
- Develop marketing material (e.g., website, brochure).
- Develop application material and process.
- Recruit selection committee and process.

### **Setting Training and Enrichment Calendar**

- Plan your Bonner Orientation, ideally for one or two days before the regular first year orientation.

- Decide when during each week can you schedule a regular Bonner training and reflection meetings.
- Plan the topics for the first year of weekly Bonner meetings.
- Consider an early January a mid-year Bonner Retreat (day-long).
- Consider a first-year service trip for sometime during the spring semester (perhaps combine with mid-year retreat).

### **Developing Community Service Placements**

- Decide which community partners would be good placements for the first year Bonners.
- Meet with community partners individually to explain Bonner Program model and begin planning service placements.
- Hold an orientation for the initial group of Bonner community partners to review goals, policies, procedures, and envision four-year developmental model at their agency.

### **Connecting to the Bonner Network**

- Ask the Bonner Foundation staff to recommend 2-3 current Bonner directors/ coordinators as mentors during your start-up phase.
- Invite Bonner Foundation staff member to visit campus during planning year and/ or your start-up semester.

### **National Bonner Meetings**

- Consider sending the Bonner coordinator/director and the student interns (Bonner Senior Interns) to the Bonner Summer Leadership Institute (late May or early June).
- Decide who will attend the New Bonner Director and Coordinator Orientation held in Princeton, New Jersey (end of July/beginning of August).
- Begin thinking about who will attend the Fall Bonner Student Congress (mid to late October).
- Begin thinking about who will attend the Fall Bonner Directors and Coordinators Meeting (early November).