



Massachusetts | Campus Compact



AmeriCorps Student Leaders in Service Site Monitoring Policy

AmeriCorps Student Leaders in Service sites will receive a site visit when:

- A site has scored below the determined minimum (24) on the annual risk assessment tool
- A site is new to the ASLIS program
- A site visit request is made
- The Program Coordinator determines the site needs additional support and training

The site visit will include the following topics:

- Member paperwork (enrollment packets, time sheets, exit paperwork)
- Background Checks
- Memorandum of Understanding
- Reasonable Accommodation Policy
- Safeguard Policy
- Drug-Free Workplace Policy
- Non-discrimination Policy
- Grievance Procedures
- Prohibited Activities
- Member training and supervision
- Member files

Procedure:

The Program Coordinator will complete the ASLIS Site Monitoring Tool while conducting the site visit. An additional copy will be provided to the site to keep on file. After proper assessment is completed, the Program Coordinator will provide site feedback with any necessary changes that need to be made and a timeline in which work must be completed by. The Program Coordinator will be available for any additional questions. Failure to make changes and remain compliant with ASLIS and AmeriCorps policy will disqualify the site from hosting AmeriCorps members in the future.