



## A Memorandum of Understanding Community Service and Voluntary Work

**First Party:** Applied Science Private University  
Represented by *Dr. Mahrouz Joudeh*

**Second Party:** Katie's Readers  
[www.katiesreaders.org](http://www.katiesreaders.org)  
Represented by: *Ms. Angela Ressa*

One of the most important objectives of the Faculty of Arts and Humanities at the Applied Science Private University (hereby referred to as the First Party) is integrating our students in community service activities. We consider community service to be one of the cornerstones for shaping personality and enhancing the University's role in social development.

With extensive experience in the field of volunteer work in Jordan, Katie's Readers (hereby referred to as the Second Party) offers a pioneering initiative whose aim is to inspire and coach student volunteers in delivering a dynamic English language learning experience to disadvantaged primary schools in local communities. The PASS IT ON Programme promotes contribution, connection, and community building while sharing valuable teaching techniques based on a clear understanding of neurodevelopment.

### The First Party agrees to the following:

- \* Gather a team of committed volunteer students to implement a Katie's Readers PASS IT ON programme in a local primary school. The team will visit the school once a week (to be agreed upon by both parties) and spend no less than an hour interacting with the young children.
- \* Work closely with the Second Party to identify a suitable primary school, and gain the necessary permissions to arrange visits.
- \* Provide student volunteers with transportation, where necessary, to enable prompt and reliable visits to the primary school.
- \* Hold the student volunteers accountable to their commitment and ensure that they fulfil the requirements necessary for certification (as mentioned below) to be awarded by the Second Party.

### The Second Party agrees to the following:

- \* Provide training in the Katie's Readers PASS IT ON Programme, including teamwork, organisational skills, and dynamic teaching techniques. Additional online training and ongoing coaching will be provided for students to access in their own time.
- \* Offer guidance to the team in identifying and arranging visits to a local primary school.




- \* Offer ideas and suggestions for relevant and practical activities that will enhance the learning experience of the primary school students.
- \* Share fundraising ideas with the student volunteers should they aspire to provide the primary school with materials and teaching tools.
- \* Issue certificates of experience to the student volunteers in acknowledgment of teaching in a volunteer capacity providing they fulfil the criteria for such certification:
  - a. Complete the online training in their own time.
  - b. Participate in the Katie's Readers online community to inspire other student volunteers to get involved.
  - c. Complete a feedback form sharing their experience with the programme.

*NOTE the Second Party delivers the programme and training required to implement this initiative and bears no responsibility for the health and safety of the children in the primary school, nor the student volunteers.*

Both parties agree that this arrangement continues from one academic year to the next until such time that either party wishes to be released from the agreement, in which case a written notification should be respectfully delivered with three months notice.


In testimony whereof, both parties have hereunto set their hands and affixed their official seal.

First Party

  
Dr. Mahfouz Joudet

8.10.2018

Second Party

  
Ms. Angela Pessa

9.10.2018

J. Shugair

