Project Pericles
Service Sabbatical FAQ

What is a Service Sabbatical?
A Service Sabbatical will make it possible for you to work full-time for a community organization for one month while still drawing your regular paycheck from Elon University. During your sabbatical you will perform some task or complete a project that will benefit your organization.

Why has this program been started?
Project Pericles is committed to many interrelated goals. The common theme of these goals is to raise the level of civic engagement of social responsibility among all members of the Elon University community. By making possible Service Sabbaticals to all full-time employees, we hope that not only will some worthy causes benefit, but, importantly, our students will have more and more visible role models from which to learn the ethos of service.

How will students be involved in these Service Sabbaticals?
Those employees who are awarded sabbaticals will be encouraged to work with one or more student interns. The details of how this will work will be dealt with on a case-by-case basis working with all parties involved. To restate, having interns in line before the application is completed is not necessary.

Must I be a member of the faculty to apply for a Service Sabbatical?
No, every full-time Elon University employee is welcome to submit an application.

How can I apply for a Service Sabbatical?
Simply complete a brief application form and submit it to Campus Box 2675 to Dr. Tom Arcaro. Applications are accepted throughout the year. Applications are accepted throughout the year and sabbaticals can be ranged that respect the applicant’s needs, the work load in her/her department, and the needs of the organization with which the sabbatical takes place. The application is available from Tom Arcaro at extension 6442, via email at arcaro@elon.edu, as well as online on the Project Pericles website. The application will ask you to describe briefly the work you plan to do during the month you will work with your organization, and to answer a few additional questions related to your project.

What role will my supervisor or chair play in this process?
Since Elon University is committed to this program, your chair or supervisor will be supportive of your plans to submit an application for a Service Sabbatical. It is important that you let your chair or supervisor know that you are submitting an application so that the two of you can agree to schedule your sabbatical when it will be least disruptive to the institution.

How closely must I work with an agency in submitting my application?
Generally, we assume that those submitting an application for a Service Sabbatical will have a record of service to a community organization and an idea of how their full-time service for one month will benefit that organization in a significant way. To ensure that your idea is coordinated with the agency’s needs as closely as possible, we ask that you designate a contact person at the agency with whom you will work on your sabbatical.

Can I work with any organization during my Service Sabbatical?
We expect that the goals and principles of the organization you will work with are consistent with those of the Elon University Mission Statement.
What should I do if I don’t understand part of the application or if I am unsure how to answer some of the questions?
Please contact Tom Arcaro at the number or e-mail address listed above. He will be glad to answer your questions and to provide assistance in completing the application. Additionally, the services of the Writing Center (located in Belk Library) and El Centro (located in Carlton building) are available for additional assistance.

Is there anything I need to do to follow up my service sabbatical?
Following the completion of your service experience, please contact Eric Townsend in University Communications and request an e-net! story regarding your service sabbatical. For the article, please request from your service sabbatical supervisor a letter or email describing the work done and impact on the organization. It is expected that this will be done within one month following the completion of the service sabbatical. Please contact Project Pericles Director, Dr. Tom Arcaro, if you or the service supervisor have questions or need assistance.

Where can I find information about last year’s Service Sabbaticals?
The Pericles website [www.elon.edu/community/Pericles] has a section devoted the Service Sabbaticals. Please go there to learn more about what your colleagues did [or will do] for their project the first year of this project.