Service Sabbaticals through Project Pericles

As part of Project Pericles at Elon, Service Sabbaticals make it possible for university employees with two or more years of service to be relieved of their duties to the university for one month or less in order to work full time for a community organization. Recipients will continue to receive their university paychecks during their sabbaticals. Project Pericles supports projects and organizations whose goals and principles are consistent with the Elon University Mission Statement.

It is important to note that all members of the university community with two or more years of service to Elon, not just teaching faculty members, are eligible for these sabbaticals. Any fulltime university employee who has a record of service to a community organization — and who has an idea of how his or her full-time service for one month will benefit that organization in a significant way — is welcome to apply.

Contact Tom Arcaro, Director of Project Pericles, at 278-6442 or 263-4578 (cell) or via email at arcaro@elon.edu if you have any questions. The application process is fast, simple, and you can have your idea become a reality in a very short time.

**Step One:** Contact me or your supervisor with your idea

**Step Two:** Contact the leader at the organization with which you want to volunteer

**Step Three:** Complete your application. This includes:

1. a description from you of how you will use your time
2. a note from your supervisor saying how your position will be covered while you are gone from your duties here
3. a letter or email from the leader of the organization that you will work with during the sabbatical saying how your time will be used).

**Step Four:** The Service Sabbatical Committee (composed of Tom Arcaro and other staff members who have previously completed a service sabbatical) will review your application and get back to you within one week.

**Step Five:** 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.

After you have completed your Service Sabbatical we will post your picture and a short story about what you did on our Project Pericles web site, and the University may want to do other publicity but only with your permission and the permission of the organization with which you worked.

Project Pericles will cover the expense of replacing you while you are gone from your job. That may mean hiring a temporary replacement or just having other team members working more while you are gone to cover for you. In the case that there is no replacement hired to cover your duties I will consult with your supervisor as to how best to use the funds that would have paid for your replacement. This means that your co-workers will benefit in some fashion for helping out while you are gone. As much as possible we will work to make this a win, win, win situation: you get to work for an organization you believe in, the organization gets your time and talents, your co-workers win because they will get some form of compensation.