**Quick Tips**

**SERVICE ORGANIZATIONS**
Several student organizations exist for the purpose of providing service to the UNM and Albuquerque communities. These groups deal with topics including:
- Cancer awareness
- Children
- Crisis intervention
- Environment
- Homelessness
- Hunger
- Legal Services
- Literacy
- Senior Citizens
- Victim Support
For more information about the groups dealing with these topics, contact the Student Activities Center, SUB Rm. 1018, 277-4706.

**Community Experience**
ASUNM’s Community Experience Agency provides a link to many service projects. They can assist your group in finding the right project to fit your needs and those of the community. For more information contact:

Community Experience
SUB Rm. 1062
277-0106

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**Leader Hints**
are available on the following topics

- Agendas
- Advising Groups
- Budgeting
- Co-Sponsorship
- Community Service
- Conflict Resolution
- Constitution and Bylaws
- Delegation
- Difficult Members
- Elections
- Event and Program Planning
- Fundraising
- Goal Setting
- Group Performance Evaluation
- Icebreakers
- Individual Evaluation
- Meetings and Minutes
- Motivation
- Newsletters
- Officer Transition
- Parliamentary Procedure
- Publicizing Events
- Recruiting New Members
- Retreats
- Starting a New Organization
- Stress Management
- Team Building
- Time Management

**Leader Hints** is a publication of the University of New Mexico Student Activities Center. Copies are available at the Student Activities Center, SUB Room 1018. For more information, call 277-4706.

Some of the information in this brochure was compiled from leadership materials from the University of Texas at San Antonio and the University of Kansas.
How can we assure that the project will be successful?
Why are we doing this project?
By examining the group's motivation, expectations and goals for the project, your group can determine the importance of the project. The members must take ownership for and support the project for it to succeed. They need to see that what they are doing is worthwhile and vital to someone else.

What is the incentive for your members to participate in and follow through with the project?
Finding a way to reward or thank group members is very important. Helping others will be a reward in itself for many individuals, but there are some people who may need an extra "thank you."

“We make a living by what we get, we make a life by what we give.” Winston Churchill

For more information, check out the Leader Hint on Fundraising

COMMUNITY SERVICE

Your group has the potential to make a positive difference in this community. By giving a few hours a month, your group can provide a valuable service to the community. If your group is considering becoming active in the community through service work, here are some questions to ask:

Should we do a service project?

Does your group have a consistent block of time that they would be willing to commit to a service project?

Is your group interested in giving something back to the community?

Has your group or members of your group ever done community service work before?

Are your members committed to finishing projects that they start?

What would be the right kind of project for our group?

What interests does the group have?
Possible benefactors include children, senior citizens, victims, the homeless, the developmentally challenged, the environment, and the Red Cross to name a few.

How many members will be able to help with the project?

Does your group want to do an on-going project throughout the semester or a one-time weekend project?

On-going projects:
serving at a soup kitchen each week
working with the Boys and Girls Club
adopting a stretch of highway to clean

One-time projects:
painting a house
building a play area for children
a fundraising event for a philanthropy

Does your group want to work with people or collect/raise donations?

People:
visiting a nursing home
teaching others to read

Fundraising:
canned food drive
bucket drives
bake sale, t-shirt sales, car wash, etc.