



Partnering with Quaker Voluntary Service

Quaker Voluntary Service (QVS) is a fellowship program for young adults at the intersection of social justice, spirituality, and community. We know that QVS Fellows want their working lives to reflect the commitments they've made to values like equity and justice. By partnering with organizations like yours, we're able to help Fellows gain practical experience in the workplace. At the same time, we offer programming that helps the Fellows reflect on their experience, share insights with one another, and establish sustainable practices and boundaries to avoid burnout.

Working with a QVS Fellow is an opportunity to expand the capacity of your organization. QVS Fellows are energetic, committed and capable; they want to make a difference.

Benefits to your Organization:

- QVS recruits motivated young adults to work with your organization.
- These young adults are screened by QVS. Before being matched with a Fellow, you will have an opportunity to interview several applicants.
- QVS Fellows are equipped to work in cross-cultural settings
- Fellows bring training in facilitation, communication, conflict resolution, and anti-oppression work through their time with each other and with the Coordinator
- Fellows bring connections to other local organizations, through the network of relationships Fellows build with housemates and the wider Quaker community
- Partnering with QVS allows you to expand your organization's capacity for less money than it would take to hire additional staff

Organizational Investment:

- The cost to host a QVS Fellow is \$35,000 for 9.5 months (September through early June).
- We offer discounts on request. Please let us know if your organization requires a reduced fee. We're prepared to waive up to \$12,000 of the fee in order to work with organizations that provide strong mentoring for our Fellows.
- You can pay the fee upfront or divide payments into monthly or biannual installments. See below for more information on what QVS does with this money.
- Your organization will need to provide whatever initial onboarding that you provide other employees.
- Your organization will need to provide ongoing supervision and mentoring for the QVS Fellow. We find it works best for an assigned supervisor to meet with the Fellow each week (at least for the first portion of the year) in order to answer questions and help orient them for success.
- We ask that you provide any necessary equipment for work-related tasks you assign to the Fellow. For example, if you require them to make deliveries then we'd ask you to provide them with access to a car; if you ask them to check email outside of the workplace, we ask you to provide them with a laptop.
- The Fellow will be expected to attend a QVS Day approximately every other week and three program Retreats during the year. We ask that your organization supports our overall program goals by accepting the absence of the Fellow during these days.

In 2021, QVS initiated a payment system with a fee reduction opportunity. To gain clarity on the appropriate fee structure for your organization, please assess your access to resources. Is the overall budget of your organization above \$1,000,000 or/and do you have more than 10 employees? If so, please consider paying the full price of \$35,000. Do you write a grant for hosting a Fellow? Consider increasing your ask. If you were to hire a new staff person, what would you pay in taxes and benefits above the base salary? Remember that QVS covers these costs, so you won't see that additional expense.

How to Apply:

Please apply online <http://www.quakervoluntaryservice.org/forms/site-placement-application/>

If you have questions, please don't hesitate to email info@quakervoluntaryservice.org.

Timeline:

- Please apply by **February 1, 2024** to be a site placement in 2024-25
- After we receive your application, you will receive confirmation from the local Coordinator
- Fellow Applications are due March 1
- Coordinators meet March 13-15 to review Fellow applications and schedule interviews
- By the end of March, Coordinators will complete initial interviews and will provide Site Placements with a list of applicants to interview
- April 1-5: Site Placements will contact applicants to schedule interviews
- **April 5-19: Site Placements will conduct interviews**
- April 24: Site Placement will inform the Coordinators about interview results
- April 26 - May 3: QVS will make final matches between applicants and site placements
- May 6-15: Announce matches and complete contracts
- August 25-29 - All Fellows gather for National Orientation
- September 4 - First Day of work for Fellows

What does QVS do with the Site Placement Fee?

Site placement fees cover between one-third and half of our total operating expenses.

It costs QVS approximately \$20,000 to provide each Fellow with housing, access to public transportation, a food stipend, support for health and wellness, and a personal stipend. In addition, we provide Fellows a Program Completion Stipend to help them transition to the next chapter of their lives. Fellows of Color receive access to a Black Hair Fund of up to \$1,000/Fellow/year and all Fellows have the opportunity to request support from Equity / Emergency Funds.

In addition to the direct support we offer Fellows, QVS pays for program expenses (e.g. travel from National Orientation to the city where Fellows will be living; food, housing and transportation for three Retreats during the program year; expenses related to QVS Days).

We also pay for staff. There is a QVS Coordinator in each city where we operate. Among their list of responsibilities, the local Coordinator works to support Fellows collectively and one-on-one, develops programming for QVS Days and Retreats, and helps make sure the relationship between Fellows and site placements is satisfactory for everyone involved. We also have national staff to help with overarching goals like development, recruitment, alumni support and equity.

We believe the site placement fee is a good value for organizations and it helps us maintain the overall program. Thanks for your interest! Again, please don't hesitate to contact us if you have any questions.