

June 2000

Dear Community Partner:

On **Saturday, September 16, 2000**, Rutgers Citizenship and Service Education (CASE) program will be conducting our **Fall 2000 Bi-Annual CASE Student Orientation** in the Busch Campus Center on the Rutgers Piscataway campus. The Community Service Fair is important for both your organization and for CASE students. While the orientation is designed for service-learning students registered in service-learning courses offered in the spring semester **the Fair is open to all Rutgers students interested in community service and volunteerism.** The Community Partner Fair provides you with an opportunity to show exactly what goes on in your organization as you recruit new volunteers.

We have scheduled the Community Partner Fair in the middle of the orientation day from 11:00 AM to 1:30 PM to maximize your volunteer outreach! In order to secure your space, please **R.S.V.P. by August 1, 2000.**

In addition to the Community Partner Fair, *we would like to invite you to co-facilitate discussion groups with a CASE Service-Learning Advocate for new community service students.* In the discussion groups you will have an opportunity to talk about volunteering, what exactly it is like to be at a Community Partner Site, as well as answering any questions students may have. If you would like to participate as a discussion group co-facilitator, please fill out the attached form letting us know if you would prefer to participate in the morning or afternoon session, or both. As always, you are invited to attend the general information sessions, exact times to be determined in the next month.

If you are interested in attending the fair, there is a required \$15 deposit to secure your table. The money will be returned to you upon your arrival at the fair. If you are interested in attending, please complete the enclosed form and send a check or money order payable to Rutgers CASE in order to confirm your attendance by **R.S.V.P. by Tuesday, August 1, 2000.** **· SPACE IS LIMITED!**

We look forward to your participation in this event. For more information please feel free to contact the Community Relations Department at (732) 932-8660 x 15.

Sincerely,

Elizabeth Durner
Community Relations Coordinator

**CASE New Brunswick Fall 2000 Bi-Annual
Community Partner Fair & Student Orientation
Saturday, September 16, 2000**

Phone: (732) 932-8660 x:15

Fax: (732) 932-1207

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For Workshops:

I would like to participate in the Student Community Service Discussion Groups

My Name and Title: _____
to be printed in program

Organization Name _____

Phone: _____ Fax: _____

Both Sessions AM Session only (9:15 am) PM Session only (1:00 pm)

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For Tables:

Organization Name: _____
to be printed in program

Contact Person: _____

Telephone: _____

Email: _____

Names of Individual(s) Tabling: _____

Telephone: _____ Fax: _____

Please be sure to return this form completed with a \$15 deposit made payable to CASE to secure your table at the Fair by **Tuesday, August 1, 2000.**

(For Office Use Only)

Check Money Order Check number: _____

**Please return or fax form to the CASE Office by
Tuesday, August 1, 2000.**