

College Volunteer Expectations Guide

Thank you for joining the College Connections Program at Sidwell Friends. Below is a brief summary of the program and what is expected of you as a volunteer. Please send any questions or feedback to Clayton Willis, Young Alumni Coordinator, at willisc@sidwell.edu

What to Expect

We will work with current students on an ongoing basis throughout the school year to gather their interest and connect them individually to alumni at their identified colleges and universities. When we are ready to connect you with a student, we will share your email address, phone number, and your areas of interest with them so that they may reach out to you directly to learn about your college experience. Since students will be taking initiative to connect with the alumni volunteers, we cannot guarantee if or when you will be contacted by students. That said, we can expect that much of the student outreach to volunteers will occur during the fall admissions cycle, with some additional outreach occurring during the spring semester as final college selections are made.

Throughout the school year, you can expect that students will ask you about a variety of topics ranging from specific academic programs to certain aspects of student life. Please reach out to me anytime with questions or to share feedback! Don't hesitate to loop me in during a conversation with a student if you are unsure of how to answer a question or navigate a topic.

Guidelines

1. Respond to messages both honestly and professionally and in a timely manner during regular business hours (9:00 am - 5:00 pm).
2. Engage in conversation through more formal methods of communication, such as phone calls or emails.
3. Take the time to structure your responses to questions thoughtfully. Students will have questions spanning a variety of topics, which you may have varying levels of ease or difficulty in answering. While your conversations may feel informal, we recommend taking a diplomatic approach to your answers and to be as objective as possible. It is always possible for you to say "I don't know" or "I'm sorry, but I am not able to answer that" to a student's question.
4. It is important to maintain appropriate boundaries when speaking with high school students. If you become uncomfortable during a conversation with a student, it is okay to politely end the call. Please reach out to our office to share any concerns that arise.