

**FRIENDS WORLD PROGRAM**  
Long Island University, Southampton

**GUIDELINES FOR FIELD ADVISORS**

Thank you for agreeing to serve as a Friends World field advisor. You will be briefed on your responsibilities by a member of the Regional Center faculty, but we have also prepared this packet of materials to help you understand better the working of our Program and your important role in it.

Our approach to learning is experiential; it assumes that, with proper academic guidance, students' learning is enhanced by their personal immersion in whatever subject they are studying. Learning at Friends World takes the form of field projects, internships and independent research, though formal instruction is included when appropriate. While they may miss the systematic instruction of the classroom, they develop the ability to find out what they need to know in order to "make sense" out of their observations -- thus, invariably, learning and using the relevant concepts. In the end, we believe, students learn as much (if not more) about a given subject as their counterparts in the classroom, but their understanding of the subject is deeper and better integrated since it has been acquired and applied by the student him/herself. In this way our students learn to learn: they develop keen observational, organizational and analytical skills; they experiment with alternative ways of presenting their findings (from personally expressive to highly empirical); they learn to write, to speak other language and to cope with peoples of different cultures and with diverse life situations.

Friends World students document, present and analyze their semester's study in the form of a Portfolio of Learning. For their educational endeavors to succeed, however, they need help defining their projects and structuring them, as well as assistance gaining access to the "field." They also need academic guidance and periodic, sympathetic feedback. Much of this support and guidance comes from the Center faculty who sit with each individual student to formulate a learning plan that captures the student's own learning goals and interests. Field advisors -- experts in a field of study being pursued by a student -- provide another crucial source of academic and personal support and guidance.

As a field advisor you will be expected to meet regularly with the student -- once every two weeks at a minimum -- and at semester's end to provide an evaluation of the student's work. Specifically, a field advisor accepts the following responsibilities:

- (1) To review the student's learning plan, helping her/him to better define the subject of study, to help make field contacts and, if possible, to contribute to a set of readings. **You do not have to teach the student or provide a syllabus; the learning plan in all its details should be worked out between the student and his/her faculty advisor.**)
- (2) To meet regularly with the student, reviewing what has been done since the last meeting, providing feedback on written and oral materials and helping plan the student's goals until the next meeting.
- (3) To contact the student's faculty advisor at least once a month.
- (4) To read a student's portfolio (or a draft of it) and to write an evaluation of the semester's work, using the following form. Deadlines for submitting evaluations are January 1st for first semester work, May 15th for second semester.

For all this you will be paid a grand honorarium of \$150.

Thank you for your cooperation. If you have any questions, please contact the regional center.

**FIELD ADVISOR'S EVALUATION**

Student \_\_\_\_\_ Center \_\_\_\_\_

Semester \_\_\_\_\_ Advisor \_\_\_\_\_

Advisor's Title or Position \_\_\_\_\_

Frequency of Meetings with Student:

Evaluate the Student's Academic Work Over the Course of Semester, and as Reflected in the Portfolio:

Evaluate the Student's General Learning Over the Course of the Semester:

Note the Student's Particular Strengths and Weaknesses:

Suggestions for Student's Future Learning:

Other Comments:

Signature:

Date: