



Memorandum of Understanding

*Between Junior Achievement of Oklahoma, Inc and
Oral Roberts University College of Education*

The goal of this ***Memorandum of Understanding*** is to define and clarify the relationship between ORU students serving as JA volunteers and Junior Achievement of Oklahoma, Inc. The intent of this partnership is to benefit the Tulsa area public school community, their students, and the ORU education students. The responsibility of each partner is defined as follows:

JA Responsibilities:

- Identify the school placement for the ORU students.
- Provide training to the host classroom teacher to clarify the role of the ORU student/volunteer.
- Provide the necessary curriculum funding.
- Provide JA Volunteer training for each ORU student/volunteer.
- Provide Pre/Post evaluation materials and evaluation results.
- Provide public awareness of partnership to the community at large and the JA Board of Directors.
- Communicate with recipient school and ORU contacts to ensure a successful collaboration and quality delivery of JA programming.

ORU Responsibilities:

- Coordinate with Junior Achievement the placement of the ORU education students.
- Provide JA with all required JA forms including JA Volunteer Sign-up Agreement, JA Volunteer Conduct Standard Form and JA Social Media Forms in a timely manner.
- Ensure all ORU student/JA volunteers have cleared a background check.
- Schedule a JA volunteer training session.
- Provide consistent follow-up with the college students to ensure that the five required JA sessions are completed in a timely manner and prior to the completion of the practicum requirements.
- ORU student commitment to notify JA when JA sessions are complete.
- Return all pre/post class evaluations to JA office.
- Adhere to JA program guidelines, including minimum number of lessons for each program to insure intended student impact.



Belynda Clanton,
VP of JA Programs

Date: 01/22/2014

Dean,
College of Education

Date: _____