Project development between a faculty member and a community partner is the negotiated process of finding the balance between what will be the best learning opportunity for students and what will be most valuable for the community partners. Clear communication, role definition and managing expectations are critical themes associated with these conversations.

If you are new to project development we recommend you get in touch with us to get an idea of what might be possible in your course before reaching out to your partners. We can make recommendations based on several critical factors:

- Student year level
- Space in curriculum to support projects
- Links to learning outcomes

1) Project Description Template
A great resource to capture the negotiated details between faculty and community partner in order to communicate to students.

Use the Template
Project Description Template

The University of British Columbia
Course Name:

The Organization
Title of project:
Organization name:
Mission of the Organization:

The Project
Description of the project opportunity:
Specific goals of the project (list any specific targets or outcomes):
  •
  •
Location of the project (access via transit etc):
Specific dates and times relevant to project work (orientations, program hours etc):

Students
Skills desired (list the top skills you think will be necessary for students to bring to the project):
  •
  •
Skills developed (list the top skills you think students will develop through the project):
  •
  •

Primary Contact Information
Contact person:
Email:
Address:
Phone:
Website:
Other notes about contact (preferred hours or methods of communication):