

Volunteer Supervision Guidelines

1. Volunteers are expected initially to commit to a 4-month period of volunteering with BP3 at the prison. During this time period, all volunteers are expected to participate in a prison sangha at least twice each month. The prison sangha leader should be informed if this is not possible due to illness, vacation, family obligations, etc.
2. The first 4 months provide the initial trial basis to allow the volunteer and the other teachers to get acquainted and for the volunteer to begin to learn about prison service. The next eight months provide further opportunities and experiences for both the volunteer and BP3 to determine the volunteer's compatibility before a longer-term commitment is considered.
3. Once a volunteer has agreed to participate for the initial period the primary responsibility for their ongoing supervision and oversight rests with the sangha leader.
4. During the first four months, the volunteer and the prison sangha leader are expected to meet monthly to discuss how the volunteer is fitting in with fellow volunteers, inmates and prison staff. All volunteers within the sangha will be expected to voice any concerns to the prison sangha leader regarding any aspect of the new volunteer's performance. Areas of concern or discomfort will be clearly articulated to the volunteer by the sangha leader, along with areas of beneficial contribution to the sangha. At the end of the initial four months, the volunteer and sangha leader will make a decision regarding the next 8-month segment.
5. During the next 8 months, the sangha lead will continue to monitor and coach the volunteer's performance and will meet with the volunteer at least every other month to discuss any questions, concerns, problems or issues that arise.
6. If necessary, the Sangha leader can also consult with the BP3 Senior Teacher Council (tbd) for guidance and support.

7. At the conclusion of the 12-month trial period, the sangha lead will inform the volunteer of their successful completion and discuss plans for continued involvement.

8. However, if during or at the conclusion of the trial period, it is determined that a volunteer is not appropriate for BP3 prison volunteer work, the sangha lead will discuss their concerns with the Board Chairperson. The Sangha leader will communicate the decision directly to the volunteer both verbally and in writing to inform the volunteer that BP3 has determined this work is not a good fit and that his/her services will no longer be needed. A bcc copy of the written communication will also be sent to the BP3 Board Chairperson

9. In terms of ongoing volunteer participation, it is the responsibility of the sangha leader to check periodically with all their volunteers regarding any questions, concerns, problems, suggestions, or other issues that either the leader or the volunteer may have resulting from that volunteer's participation.