



Purpose

Establishing clear expectations for the Learning by Leading™ program is essential to creating a shared understanding of roles, responsibilities, and goals among participants. Expectations help set a consistent standard for performance, professionalism, and engagement, ensuring that all students are aligned from the start. By outlining what is required and what success looks like, participants can better manage their time, build accountability, and fully benefit from the leadership and experiential learning opportunities the program offers.

Expectations of Learning by Leading™

1. I will take time to learn, understand, and support the purpose, mission, and core values of the University of Central Florida Arboretum and Sustainability Initiatives.
2. As a student at the University of Central Florida, I am required to follow the standards of academic honesty as set forth by the University (see <https://scai.sdes.ucf.edu/student-resources-8/> for more information).
3. I will review and abide by the expectations (below) of the department in which I am working.
4. I will commit to hours assigned to the experiential learning credits I am seeking.
Intern registered for 0 credit at 105 hours per semester. Intern registered for 1-3 credit hours at 135 hours per semester. If I am unable to complete my hours and commitment, I will communicate with my student leader or staff mentor.
5. I will attend team meetings, workdays, and special events as outlined in the team syllabus.
6. I will communicate with my student leader or staff mentor if I am unable to come to any commitments I have made, preferably providing 24-hour's notice.
7. I will communicate my needs with my student leader or staff mentor, especially when schoolwork conflicts with LxL commitments.

Student Signature

Date

Staff Mentor Signature

Date



Arboretum Department Rules

1. Respect ourselves, respect others, and respect nature.
2. Do not pick flowers, collect plants or insects, or enter plant beds without permission.
3. Do not touch wildlife. If you encounter wildlife and are concerned about its presence, please notify a student leader or staff mentor.
4. Dress Code: closed-toed shoes required for field teams. No tank tops permitted. Shorts at minimum must reach mid-thigh. Any clothing advertising alcohol, drugs, sexually explicit material, violence, or criminal activity is not to be worn. Wear comfortable-fitting clothing that you can move around in without risking exposure.
5. Most horticultural work is strenuous, performed outdoors and often in hot weather. Please come well fed and bring a water bottle that can be filled up with our filtered Brita pitcher.
6. For safety, ear buds are not allowed while working without permission. Ear protection is provided for teams using small engine equipment like string trimmers, push mowers, and leaf blowers.
7. Rain Policy: if it is raining, check email or with your student leader before heading to the garden in case of cancellation.
8. Be fully engaged: acknowledge the presence of visitors in your area, make eye contact, extend a greeting, and ask if they have any questions.
9. Cell phone usage: To stay focused on tasks and encourage group discussion, please refrain from using cell phones while on shift with your team.

Student Signature

Date

Staff Mentor Signature

Date

Arboretum Mission

“To create spaces dedicated to inter-relating disciplines that connect people to nature through the physical environment, social interactions, and innovative technologies. Additionally, we are committed to fostering a holistic and resilient future for UCF, along with our local, state, and broader communities.”