

The Restorative Justice Volunteer

Teaching Guide

Purpose: To help volunteers discover the benefits and guidelines for Restorative Justice and how they can make a difference in the lives of at-risk youth.

Preparation:

1. Make needed copies of the *Listening Guide* (available at www.compassioncoalition.org) and the *Knox County Juvenile Court Community Service Work Instructions for Youth and Parents* (Appendix A).
2. Secure needed number of pens or pencils for participants use in completing the *Listening Guide* and taking notes.
3. Secure nametags for all participants. Do not assume everyone knows everyone. Also secure markers to use with the nametags.
4. Secure a copy of **The Restorative Justice Volunteer** video.
5. Arrange for the necessary equipment to show the video.
6. Setup the training room with chairs in a semicircle facing the video screen.

Teaching Plan:

A) Introduction

1. Give a brief introduction to the purpose and format of this class.
2. Give each participant the opportunity to briefly introduce themselves and tell where they are (or will be) serving.

B) Show The Restorative Justice Volunteer Video

[Note: Divide participants into two groups. Distribute copies of the Listening Guide and encourage participants to listen for and write down responses to their assigned question as they view the video and participate in the following discussion.]

C) Discussion of Video

1. Discuss the benefits of Restorative Justice. Ask first for responses from Group 1, then from all participants. Ask participants to suggest additional benefits not mentioned in the video and add them to their list.
2. Discuss what volunteers can do to show Restorative Justice youth they are important to God. Ask first for responses from Group 2, then from all participants. Ask participants to suggest additional things they can do not mentioned in the video and add them to their list.

D) Discuss What to Look For in a Restorative Justice Service Opportunity

1. Ready to begin
2. Easy to Learn
3. Repetitive
4. Simple tools available
5. Truly helpful
6. Measurable accomplishment
7. *[Ask for additional suggestions]*
- 8.
- 9.
10. Examples:
 - i. Raking
 - ii. Painting
 - iii. Sorting clothes
 - iv. Food pantry
 - v. Cleaning
 - vi. Filing
 - vii. Washing cars
 - viii. *[Ask for additional examples]*
 - ix.

E) Discuss Guidelines for Restorative Justice Service Sites

1. Schedule opportunities on Saturdays 9:00-2:00 or weekdays 4:30-8:30.
2. Provide opportunities for either boys or girls; never both at the same time.
3. When possible and practical, youth will be assigned in their own school neighborhood.
4. When possible, youth will be assigned three times to the same location.
5. The probation officer will help select the site.
6. Site coordinators are requested to provide food, if possible.
7. *[Add additional guidelines, as needed]*
- 8.

F) Discuss Guidelines for Restorative Justice On-Site Volunteers

1. There should always be at least a 1:4 ratio of volunteers to youth.
2. A second adult should always be in the vicinity, in case of emergency.
3. Exchange phone numbers with parents.
4. Clarify time and place for pickup of youth.
5. Call the court employee (Rick Norman: 679-7864) if youth's transportation is late at the end of the workday.
6. With regards to presenting the verbal aspects of one's faith with youth while they are serving court-mandated service hours:
 - i. Volunteers may:
 1. Be a friend – a loving, caring friend first.
 2. Be sensitive that the youth is “on the clock” and this is not free/personal time.
 3. Pray over meals – the youth does not have to participate.
 4. Respond succinctly to questions about his/her faith only when asked. Longer discussions of faith should not be discussed until all of the youth's work hours are completed.
 5. Encourage youth with praise.
 6. Build mentoring relationships with youth.
 7. Keep youth on task. They should work steadily.
 8. Connect with parents as youth arrive/leave work site.
 9. Call court employee (Rick Norman: 679-7864) if you have problems at the work site.
 - ii. Volunteers may not:
 1. Require youth to participate in faith-based activities/discussions while performing their service hours.
 2. Attempt to force youth to listen to a presentation of one's religious beliefs anytime, especially while the youth is performing service hours.
 3. Put boys and girls together in any situation.
 4. Proselytize.
 5. Spend one-on-one time with any youth.
7. *[Add additional guidelines, as needed]*
- 8.

G) Overview the content and usage of Knox County Juvenile Court Community Service Work Instructions for Youth and Parents. *[see Appendix A]*

H) Questions and Answers

Appendix A

Knox County Juvenile Court Community Service Work Instructions for Youth and Parents

Restorative Justice

Youth ordered to do community service work are participating in “Restorative Justice,” a concept that requires offenders to restore something positive to the community that was injured by their illegal conduct. Offenders are ordered to complete the court ordered hours doing a variety of tasks from trash cleanup to working with agencies which provide services to the less fortunate citizens of the community.

Rules

Youth doing community service work are required to work diligently and obey all commands of the worksite supervisor.

Parents are required to have the youth at the worksite at the time indicated; to check the youth in with the worksite supervisor and return to pick the youth up at the time indicated by the worksite supervisor.

The court holds parents responsible for seeing that the rules of community service are complied with.

Non-compliance by youth or parents can result in the matter being brought back before the court for further action.

Youth engaging in any form of illegal conduct at the work site are subject arrest.

Youth are forbidden to have the following items in their possession while doing community service work.

Cell phones (Supervisors will make any necessary phone calls)

Pagers

Radios, headphones or other music producing devices

Tobacco products

Weapons of any type

Acknowledgments

I understand these instructions and rules and agree to abide by them.

Youth

Date

I understand these instructions and rules and I agree to cooperate with them and see that my child complies to the extent that I am able.

Parent

Date



The Restorative Justice Volunteer video is available in DVD, VHS, and audio CD formats. Videos may be ordered from the Compassion Coalition office located in Knoxville, Tennessee.

(865) 251-1591 resources@compassioncoalition.org

This Teaching Guide and the companion Listening Guide may be downloaded from the Compassion Coalition website www.compassioncoalition.org.