



Pace Fellowship Program

Spring 2024

What is Pace's Fellowship Program?

Pace's Fellowship program is a holistic semester-long program designed to foster student/community leaders as they pursue personal and professional growth. Not only will Fellows get hands-on leadership training, they will learn to balance their work, school, and personal lives and will build supportive relationships with their cohort of fellows.

Purpose of the Fellowship Program

Pace's Fellowship program is offered to VCU students and is designed to help you:

- Identify and nurture your unique gifts to serve your community.
- Become a servant leader/community leader who successfully identifies and brings to life the gifts of others in your community.
- Gain experiences that will prepare you to successfully transition into the professional workforce and expand your professional resume skills including: communication, time management, organization, team visioning, and project management skills.
- Create a work-life balance that allows you to thrive.

Fellowship Details

Teams: Fellows will be placed on teams based on their interest and abilities (Ex. Community Cafe, Marketing, etc). These teams will work together to establish a team vision, discover and utilize the gifts of team members and participants both in and outside of the Fellowship program, and accomplish goals based on the vision of the team.

Ideal Candidate: The ideal candidate will be enthusiastic about Pace's values: that every individual has infinite value; that individuals live more fully when they are empowered to use their gifts to help their communities thrive; that all are created to live in deep relationships with one another, not in isolation.

Fellowship Time Requirements:

Time Management: Pace recognizes that VCU students are busy people with various other commitments. Therefore, Pace is committed to helping Fellows learn to manage their time and commitments in a way that will enable them to reduce stress and ultimately thrive.

Each Fellow will be required to participate an estimated minimum of 5-6 hours per week. This time will consist of:

2 hours: Monday Fellowship Meeting

- These holistic meetings will constitute the core of the Fellowship program. During our Fellowship Meetings, Fellows will learn leadership techniques, develop community with other Fellows, reflect on and troubleshoot their programs, communicate team goals, learn asset-based community development principles, and learn reflection and time management techniques.
- Fellowship Meetings will take place in-person on Monday afternoons from 3-5 pm (Fall 2023 semester). Fellows are required to reserve these two hours for Monday meetings. If this is not feasible given your schedule, note that Pace will have a new Fellowship cohort every semester and you can still be involved on teams.

1 hour: Team Leaders Meeting/Follow Up Work

- Fellows should estimate at least 1 hour of work per week to meet and follow up with each team they are on and manage projects and team members.

1 hour: Student Circles

- Meet with leaders and other VCU students to reflect on the week both behind and ahead. Students will practice and develop mindfulness skills.

2 hours: Event hours

- Fellows should expect to spend, on average, at least 1 hour a week at an event they are helping to lead. Fellows must also attend at least 1 Pace event/once a month that they are not helping to lead. This will help Fellows gain a greater understanding of Pace's programs, see asset-based community development principles in practice, and support other Fellows.

1 hour / month - Check-Ins

- Check Ins with Pace staff, including reviewing your learning plan at the beginning of the semester, mid-semester check-ins, and end of the semester review.

Gift Exchange: Once a semester a Fellow will lead a 30-minute "Gift Exchange" sharing their gifts and talents with the group. Examples from the past have included doodling, hand sewing, and bullet journaling.

Fellowship as Community:

Pace Fellows will practice being in community with each other throughout the fellowship. An important part of being in community is valuing others and their time, and being fully present when working with others. Therefore, we ask that fellows:

- Arrive on time and be prepared to participate.
- Put your cell phone away during times when we're gathered as a group and in team meetings.
- Only use your computer for Fellow-related work.
- Not wear headphones when they are participating in group work or in a position where they are greeting people or are expected to be a reference for visitors.

We will work together to establish other guidelines for being in community together during the first few weeks of the fellowship.

Absence Policy

- Pace's Spring 2024 Fellowship program will run Monday, January 15th (Retreat - 10-2pm) - Monday, April 29th.
- Fellows are expected to attend all Monday meetings and Team Meetings as appropriate. After missing two Monday and/or Team Meetings, the fellow will need to meet with the Pace Staff to determine if they are still able to commit to the fellowship program and develop an action plan if they wish to remain in the program.
- Fellows are responsible for information missed in staff meetings. When absent, schedule time to talk with the Pace Staff or reach out to other Fellows to receive missed information.

Work From Home Policy

Because Fellows are expected to practice being in community with one another, meeting in person is encouraged for Team Meetings and required for Monday Fellowship Meeting.

Federal Work Study

For those students who are interested in Pace's Fellowship program and qualify for federal work study, additional work study hours can be achieved with designated study hall program hours or designated administrative hours. Please fill out the. Please indicate in the form if you qualify for federal work study. We will send you a confirmation email with next steps.



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