

## Role and Responsibilities of the SOCIAL WORKER

- Communicator between the Village representatives, Government officials, Transports authorities, Department staff in charge and also with the Core Committee members of the Educational Institution.
- To Plan and prepare a schedule for periodic village visits of the students to the adopted villages.
- A Member in the programme planning of each department for their adopted village visit.
- To discuss with the Core Committee Members about the programmes planned by the department and to make modification and changes if needed.
- To explain the modified programme and changes to the staff in charge of the departments for the implementation in their adopted village.
- To visit the Field (adopted villages) periodically before and after the programme in the adopted villages.
- To accompany the students along with the department staff in charge for their village visit.
- To monitoring the activities conducted by each department in their adopted village, during their visits.
- To present the programmes carried out in the village visits, to the Core Committee members, and to discuss and make modification and changes in the programme for further development.
- To Document the activities carried out by the departments and the feedback given by the villagers and also by the college students.

- To prepare the Annual report of all the activities carried out for the College Day Report & Magazine
  
- Planning.
- Public relations.
- Monitoring.
- Documentation.

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