



COMMON Q&A

FOR HIGH SCHOOL STUDENT VOLUNTEERS (2022)

Q: How are my volunteering hours collected?

A: Volunteer hours are recognized, based on performance, not a commitment or to-do list.

Volunteering within the BEA community is task-specific. Volunteer hours do not automatically accumulate from the commencement of the general volunteership, but after a task is assigned and fulfilled successfully.

When volunteers receive emails about incoming opportunities (the tasks), typically the information about the time to commit is available there. If a volunteer lands a task, he/she/they will receive an assignment email including terms and conditions. Volunteer hours accrue after actual and successful execution. The Academy maintains a profile for a volunteer with entries detailing each activity performed.

In addition, each training or meeting with the Academy adds the volunteer hours to the volunteer. The information will also be logged onto the volunteer's profile mentioned above.

Q: Do you provide official volunteering hour documents to my school?

A: Yes, of course.

Schools or school boards vary in the reporting requirements. The Academy will work closely with the volunteers to provide the reports meeting the specific requirements.

If you need a BEA representative fill out a template report and/or sign on a report, please fill in a Request Form. Send an email to the Academy for the link.

If a copy of the volunteer hour log suffices the reporting requirements and it is to be returned to the volunteers themselves, send an email to the Academy and a copy will be generated as soon as practical.

Q: May I change my volunteering interests after submitting my volunteer application form?

A: Absolutely! Many volunteers work within the BEA community for years. Along the journey, volunteers may move to new areas of opportunities. To change your volunteering interests, please send an email to the Academy for an update of the volunteer's profile. No need to submit a new Application Form.

Certain changes may involve additional procedures, i.e. to have an interview or provide samples of works to demonstrate excellence. If so, the Academy will advise the volunteer accordingly.

At any point, the "active" interests of a volunteer are expected to be up to three.



Q: Do I have to turn on my camera when volunteering for BEA programs?

A: It depends on the type of task the volunteer is working on.

Some of the BEA programs require the volunteer to have a working webcam and turn it on when volunteering, for example, Class Instructors in one-on-one tutoring programs and Hosts in Virtual Party leading a group of children.

Some do not need a face-to-face interaction between the volunteer and the student(s). For instance, the volunteers of the Homework Support Group work through email with the Academy. Blog Writers and Photographers need no cameras when volunteering because their volunteering tasks do not interface directly with BEA students.

Q: I received an invite from the Academy for an interview. How do I prepare for it?

A: Not everyone receives such an invite, typically conducted through a Zoom meeting. When it comes to you, congratulations on the extra opportunity to showcase your strengths or demonstrate why you are in a good position to help younger children. It is also when you can get direct answers if any uncertainty regarding a specific volunteering opportunity. Relax!

Q: Are there any technical requirements for me to volunteer?

A: Yes. BEA primarily works in a virtual education environment. Volunteers are expected to have technologies that support their volunteering interests.

Q: Which language(s) is/are the working language(s) of BEA?

A: English is the working language for general communications within the community.

While most BEA programs are instructed in English, it is possible that some educational programs require additional linguistic skills. Tutoring programs are sometimes bilingual, subject to lesson plans, for example, both Korean and English are spoken in a tutoring program for an English-speaking child to learn Korean. Or a tutor could guide a French-speaking child in French in a Math program.

Q: What if I accepted and committed myself to an assignment, but later a significant shift suddenly happened and made my performing no longer possible?

A: Stay calm! When you become aware that a withdrawal from an assignment is inevitable, notify the Academy immediately. Meanwhile, circulate around and ask your friend who is as a good student like you. Check if any could come to the rescue in the emergency.