



AmeriCorps
Seniors

JOIN THE FUN! BE A PEN PAL VOLUNTEER!

RSVP PEN PAL PROGRAM 2025-2026 SCHOOL YEAR

Purpose: The Pen Pal program is an intergenerational program that links Lewis & Clark Elementary, Carter Lake Elementary, St. Albert Catholic Schools and Logan-Magnolia elementary students with RSVP (Retired & Senior Volunteer Program) volunteers (age 55+). Over the course of the school year, the student and volunteer have the opportunity to develop relationships through letter-writing.

Fun things to do:

- Attend (if possible) the “Pen Pal Kickoff and Match meeting” around the beginning of the 2025-2026 school year (date/location TBD). NEW Pen Pal volunteers receive a free volunteer t-shirt.
- Complete an **All About Me** profile form (will be provided) to introduce yourself to the student.
- Write letters to your Pen Pal during 2025-2026 school year (approximately six letters).
- Mail each letter to the teacher within a week of receiving the student’s letter. Letters come about once a month.
- Attend (if possible) the “Pen Pal Meet & Greet” party at your student’s school in April/May 2026.

Amount of time: Pen Pals usually spend about a half hour to an hour writing each letter.

Expectations:

- Follow the Pen Pals Best Practices.
- Please mail letters on time – a late letter will cause a delay for students.
- If you are unable to send a letter as scheduled, notify the RSVP office as soon as possible to make other arrangements.
- Do not share your contact information or have contact with students outside of the Pen Pal program.
- Serve as a role model; offer a positive attitude and nurturing influence in your letters.
- Maintain confidentiality – do not use your student's last name when talking to others.
- Communicate any concerns and/or questions about your Pen Pal or the program to the RSVP office.

Benefits:

- Build a relationship with a young person.
- Witness a student’s growth.
- Help keep the art of letter writing alive.

REQUIREMENT: HAVE A GREAT TIME GETTING TO KNOW YOUR NEW FRIEND!

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