

Information Letter and Consent Form



You are invited to take part in the research project Student Volunteerism at the University of Guelph.

The purpose of this letter is to provide you with the information you require to make an informed decision about participating in this research.

The Purpose of the Research

The purpose of this research is to provide students in ANTH 6140 (Qualitative Research Methods) with valuable training in qualitative methods. In addition, this project will examine the reasons that University of Guelph students are motivated to do volunteer work and how they perceive the work that they do.

The Researchers

Principal Investigator: Dr. Satsuki Kawano, Department of Sociology and Anthropology, University of Guelph, skawano@uoguelph.ca, 519-824-4120 ext. 53912

Student Researcher, Ashley Wilson, Master's Student, Department of Sociology and Anthropology, University of Guelph, awilso24@uoguelph.ca, 519-803-6575

I am an M.A. student in the Public Issues Anthropology program at the University of Guelph. The results of this project will be used to write a brief report in Professor Satsuki Kawano's graduate course entitled Qualitative Research Methods (ANTH 6140). The information I am collecting will not be used in my thesis.

If you have any questions or concerns about the research, please feel free to contact the principal investigator.

Inclusion and Exclusion Criteria

You are receiving this notice because you are a University of Guelph Student and do volunteer work. If you are below the age of 18, do not attend the University of Guelph, and/or do not do volunteer work you are not eligible to participate in this study.

Procedures

If you volunteer to participate in this study, I would ask you to do the following:

We will meet at a public place of your choosing on campus where we will discuss your involvement in volunteer work as a student. The interview should take 30-50 minutes of your

time. I would like to audio record this conversation, but of course, this is up to you, and I can take notes instead.

The interview will consist of open-ended questions, and you can skip any question you would prefer not to answer.

If you are interested in receiving a copy of the final project resulting from the study, please let me know and I will send you a copy of the final project by email.

Potential Risks and Discomforts

No more than minimal risks are involved in this project.

This research project will not involve any sensitive or incriminating questions, the manipulation of participants' behaviour beyond the range of normal classroom activity or daily life, deception or physically invasive contact between the researcher and the research participants.

This project involves no more than minimal risks. Answering some of the interview questions may have a negative impact on your reputation or self-image if your identity were disclosed. The potential for your identity to be disclosed is minimal, and my effort to ensure confidentiality will be discussed in more detail in a subsequent section.

Potential Benefits to Participants and/or to Society

While there is no direct benefit to you, your participation will contribute to the discipline of anthropology and society by providing graduate students a valuable training opportunity in qualitative research methods.

Payment for Participation

You will receive no payment.

Confidentiality

Every effort will be made to ensure confidentiality of any identifying information that is obtained in connection with this study.

Your name will be replaced with a pseudonym in the data and my report. The name(s) of organizations you volunteer with will not be included in my report. Interviews will be recorded (audio only) by using a digital recorder. The data files will be transferred to a USB stick as soon as possible when I get home and the files on the computer and the recorder will be deleted. During the semester, all the data including the audio files will be stored by using the USB memory stick, which will be kept in a secure place in my home. Only I will have access to the data during the semester. When the research is complete, the USB stick will be kept in my locker at home. All the data and audio files will be destroyed when I leave my M.A. program at the University of Guelph.

If the results of the study are published, your name will not be used and no information that discloses your identity will be released without your specific consent to disclosure.

Participation and Withdrawal

Participation in this study is voluntary. You may refuse to participate, refuse to answer any questions or withdraw from the study at any time with no effect on your future academic status or position with the organization with which you volunteer. You will be able to withdraw from this study for 2 weeks after the interview. If you decide to withdraw from the study, you can request to have your data withdrawn by contacting the student investigator.

This project is an opportunity to give students experience in doing research: it is a training and teaching exercise. Please note that it will not affect my grade if you decide that you do not want to participate or withdraw part way through the study.

Research Results

The results of the study will be included in my, Ashley Wilson's, research paper for ANTH 6140. The study findings may be published or presented at a conference.

Ethics Clearance

This study has been reviewed and received ethics clearance through the University of Guelph Research Ethics Board.

Please address any questions about ethical concerns and your rights as a research participant to:

S. Auld, Director, Research Ethics, reb@uoguelph.ca, 519-824-4120 x 56606

Signature of Research Participant

I have read the information provided for the study "Student Volunteerism at the University of Guelph" as described herein. My questions have been answered to my satisfaction, and I agree to participate in this study. I have been given a copy of this form.

Name of Participant (please print)

Signature of Participant