



## **Policies and Application for Volunteer Abroad**

Revised on: March 29, 2016

### **Our Policy**

Vision of Change provides a unique volunteer travel opportunity for just about anyone interested in educational travel. We offer volunteers the chance for a hands-on experience by personally contributing to important community projects, an unforgettable introduction to travel that makes a difference. The participants in the VOC volunteer abroad program experience community service while learning more about VOC's approach to international development and sustainable solutions to poverty; including sessions with VOC staff and visits to VOC projects in the field. The Volunteer programs run from one week to 1 year.

VOC provides volunteer opportunities for the express benefit of participants. These volunteer opportunities provided by VOC offer participants work experience and training in specialized skills. The volunteer intends to donate services to the charity VOC, and said charity intends to accept the donation of volunteer services. These opportunities of donated services do not displace regular employees.

### **Application Submission Instructions**

Please submit the completed application to Vision of Change by email, fax, or post. Please do not send a partial application. All fields are required to be filled out accurately. Incomplete applications will not be processed. All applications must include:

- All pages of this initialed and signed application
- Attached parent or guardian statement if volunteer is under 18
- Photocopy of volunteer's valid passport

Email address: [igivelove@visionofchange.us](mailto:igivelove@visionofchange.us)

Fax Number: 941.237.3933

Mailing Address: Vision of Change, P.O. Box 70814, Oakland Park, FL 33307

All applications will be read and considered in the order that they are received. Please allow up to 48 business hours an e-mail response. In addition to this application, a brief telephone interview with the applicant is also required for approval. You must be approved before you may enroll. You may direct all questions regarding the application: Vision of Change 1-954-401-0261

## Volunteer Abroad Application

All fields are required to be filled out accurately. Incomplete applications will not be processed.

### Basic Information

Today's Date	
Which country are you applying for	

### Contact Information

First Name		
Last Name		
Address		
City:	State:	ZIP Code:
Phone		
Email		

### Personal Information

Date of Birth		
Nationality		
Social Security No. (for background check)	School	
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	

### General Information

Do you have a valid US Passport?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Previous Foreign Travel or Residence		
Country	Dates of Visit	Reason for Visit
Language Ability		
English	<input type="checkbox"/> Conversational Level <input type="checkbox"/> Fluent <input type="checkbox"/> Native/Bilingual	
Languages other than English	Language:	
	<input type="checkbox"/> Conversational Level <input type="checkbox"/> Fluent <input type="checkbox"/> Native/Bilingual	

**Health Information**

Physician's Name			
Physician's Telephone Number			
Blood Type (for emergency purpose)	<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> AB <input type="checkbox"/> O
Please list the medications that you are currently taking:			
Is there any health reason that might limit your ability to volunteer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please describe:			

**Emergency Contact**

First Name		
Last Name		
Address		
City	State:	ZIP Code:
Phone		
Email		

**References**

List three people not related to you who are familiar with your character and qualifications.

Name	
Address	
Phone Number	
Email Address	
Business or Occupation	

Name	
Address	
Phone Number	
Email Address	
Business or Occupation	

Name	
Address	
Phone Number	
Email Address	
Business or Occupation	

**Volunteering**

How did you hear about VOC Volunteer Abroad Program?
What interests you about volunteering with VOC?
Please list your previous volunteer experiences and skills:
Please list your current volunteer roles (if any):

**Personal Statement**

What do you hope to gain from VOC volunteer abroad program? (This is a reflective essay.)

## Conditions of Agreement

- Volunteer is not considered an employee of VOC.
- Volunteer arrangement does not provide compensation or employee benefits of any kind.
- Volunteer is not entitled to employment at VOC at conclusion of arrangement.
- VOC is not liable for injury sustained or health conditions that may arise for the volunteer during the course of this arrangement.

## Agreement and Signature

This document does not serve as an employment contract but rather than goals, intent and details of the arrangement between the volunteer and VOC.	
Name of Volunteer (Please print)	
Signature	
Date	
<b>If volunteer is under 18:</b> Name of Guardian (Please print)	
Signature	
Date	

## **Liability Release and Assumption of Risk for Long Distance/International Travel**

### **LIABILITY RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE**

This Release is executed by [Full Legal Name of Participant] \_\_\_\_\_  
whose address is [Full  
Address] \_\_\_\_\_

in release of the Vision of Change (together with other specified parties, collectively referred to in Article 1 within this Agreement as VOC).

#### **1.0 Assumption of Risk and Release from Liability\Expression of Desire to Participate**

I desire to participate in the \_\_\_\_\_ activity/trip  
("Activity"), to be held during the period [beginning and end dates of Activity]  
\_\_\_\_\_, and I fully understand and appreciate the dangers,  
hazards, and risks inherent in long distance/international travel and/or other endeavors related to the  
Activity. Knowing the dangers, hazards, and risks of such activities, and in consideration of desiring to  
participate in the Activity, on behalf of myself, my family, heirs, and personal representative(s), I, **the  
undersigned, agree to assume all the risks and responsibilities surrounding my  
participation in the Activity and the transportation; and in advance I hereby release, waive,  
forever discharge, and covenant not to sue VOC or its officers, agents, and employees (all of  
whom are herein collectively called VOC)**, from and against any and all liability for any harm, injury,  
damage, claims, demands, actions, causes of action, costs, and expenses of any nature that I may have or  
that may hereafter accrue to me, arising out of or related to any loss, damage, or injury, including but not  
limited to suffering and death, that may be sustained by me or by any property belonging to me, while  
participating in the Activity. It is my express intent that this assumption of risk, release and hold  
harmless agreement shall bind the members of my family and spouse, if I am alive, and my estate, family,  
heirs, administrators, personal representatives, or assigns, if I am deceased, and shall be deemed as a  
"Release, Waiver, Discharge and Covenant" not to sue VOC.

#### **2.0 Non-availability of Medical Assistance**

I understand and agree that VOC assumes no responsibility for providing any medical  
assistance or for any injury or damage which might arise out of or in connection with any medical  
emergency.

#### **3.0 Disclaimer of VOC Responsibility**

3.1 I understand that VOC in no way represents, or acts as agent for any third party, any  
transportation carriers, hotels, and other suppliers of services connected with this Activity. I further  
understand and agree that VOC is:

3.1.1 **Not responsible** or liable for any injury, damage, loss, accident, delay or other irregularity  
which may be caused by the defect of any vehicle or other means of transportation or the negligence or  
default of any company or person engaged in providing or performing any of the services involved in this  
Activity;

3.1.2 **Not responsible** for losses or expenses due to sickness, weather, labor strikes, terrorist acts, hostilities, wars, natural disasters, or other such causes;

**4.0 Consent and Capacity to Execute Agreement**

In signing this Release, I acknowledge and represent that I have fully informed myself of the content of the foregoing waiver of liability and hold harmless agreement by reading it before I sign it, and no oral representations, statements, or inducements, apart from the foregoing written statement, have been made. This is a fully integrated agreement and no prior representations, understandings or agreements have any force or effect. I further state that I am at least eighteen (18) years of age and fully competent to sign this Agreement. **In case that my age is under 18, I understand that I am required to obtain a written consent from both of my parents and/or guardians.**

**5.0 Arbitration**

Any dispute between any of the parties herein is to be submitted to the American Arbitration Association in Los Angeles, California. The expense of the arbitration is to be borne by party requesting arbitration and prevailing party is entitled to its attorney's fees and costs.

IN WITNESS WHERE OF, I have executed this release this [Day] \_\_\_\_\_ of [Month] \_\_\_\_\_, [Year] 20\_\_\_\_\_.

**THIS IS A RELEASE OF LEGAL RIGHTS. READ AND BE CERTAIN YOU UNDERSTAND IT BEFORE SIGNING. PARTICIPATION IN THIS ACTIVITY IS CONTINGENT UPON AGREEMENT WITH AND SIGNATURE OF THIS RELEASE.**

ACTIVITY PARTICIPANT:

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<b>Printed Name</b>	<b>Signature</b>
I am of legal age and am freely signing this agreement. I have read this form and understand that by signing this form, I am giving up legal rights and remedies.	

**If parent(s) and/or guardian(s) signature(s) required:**

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<b>Parent or Guardian</b>	<b>Parent or Guardian</b>
I am the parent or legal guardian of the Volunteer. I am of legal age and am freely signing this agreement. I have read this form and understand that by signing this form, I am giving up legal rights and remedies.	

**PUBLICITY RELEASE**

In return for being allowed to participate in Vision of Change volunteer activities and all related activities, including any activities incidental to such participation (“Volunteer Activities”), the undersigned Volunteer or Parent/Legal Guardian of Volunteer if Volunteer is under age 18 (hereafter referred to using “I”, “me”, or “my”) hereby grants to the Organization, and each of its subsidiaries, affiliates, agents, advertising or promotional agencies, and partners, and all such entities’ officers, directors, agents, employees, respective successors and assigns (collectively, “Authorized Parties”), the absolute and irrevocable right and permission to use, publish, broadcast and/or copyright the use of Volunteer’s name, address, voice, photograph and/or likeness, caricature, and personal information, in its current form or as retouched, digitized, cropped, altered, distorted or modified in any way, in any and all advertising, promotional, or other materials based upon or derived from the Volunteer Activities in any manner, in any media whatsoever for any and all purposes, including by way of example but without limitation advertising, promoting or publicizing products and services throughout the universe, in perpetuity, in any and all media now known or hereafter devised (including without limitation on the Internet), without additional compensation. I further agree that anything derived there from will be owned solely by the Authorized Parties. I shall not authorize the use of any print, negative or other copy thereof by anyone other than the Authorized Parties. I understand that this document is intended to be as broad and inclusive as permitted by the laws of the state in which the Volunteer Activities take place and agree that if any portion of this Agreement is invalid, the remainder will continue in full legal force and effect.

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**(Signature of Volunteer)**

Date

I am of legal age and am freely signing this agreement. I have read this form and understand that by signing this form, I am giving up legal rights and remedies.

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**(Signature of Parent/Legal Guardian if Volunteer is Under 18) Date**

I am the parent or legal guardian of the Volunteer. I am of legal age and am freely signing this agreement. I have read this form and understand that by signing this form, I am giving up legal rights and remedies.