



Volunteer Application

Please forward completed application to:
The Volunteer Coordinator
 Postal: Volunteer Coordinator
 PO Box 6 Phrae 54000 Thailand
 Email: volunteers@mercy-international.com

Instructions for completing this form:

- **PLEASE READ MANUAL TO BE WELL PREPARED**
- All volunteers to supply a police check document.
- Each person of a family over the age of 18 years must complete a separate application form.
- Please attach a personal photo.
- Please take the time to complete the entire form, answering the questions honestly.
- Be concise, if you require additional space use additional paper.
- If you cannot answer the questions seek assistance from the Volunteer Coordinator.
- If you are coming to teach in Thailand, you are required by the Thai government to supply along with your police check document, a copy of passport & transcript of teaching qualifications
- If your proposed volunteer role is at the Thai American Language Centre in Sisaket your visa requirements may differ. To avoid complications on arrival to Thailand please ensure you discuss this with the Volunteer Coordinator.

Application type: Single Family

Section 1: Applicant Details			
Given Names Mr/ Mrs/ Ms/ Miss/ Dr/ Other		Family Name	
Name Known By		<input type="checkbox"/> Female <input type="checkbox"/> Male	
Address		Date of Birth	
Suburb/ Town	Postcode	Citizenship	
Passport Number		Passport Expiry Date	
1A: Contact Details			
<small>(Please indicate the preferred contact via the tick boxes)</small>			
Phone Number (including International dial codes) Home	<input type="checkbox"/>	Email	<input type="checkbox"/>
Work	<input type="checkbox"/>	Travelling Email address	<input type="checkbox"/>
Mobile/Cell	<input type="checkbox"/>	Other	<input type="checkbox"/>
What type of volunteer service are you interested in? (e.g child care, community development, construction)		Proposed commencement date and length of volunteer service:	
Preferred placement Where needed most		Reason for placement preference:	

Volunteer Application

Section 2: Family Responsibility

Do you have the full support of your family (partner, parents) pastor to volunteer with Mercy International?

Have they raised any concerns with you about your capacity to undertake a long term volunteering opportunity?

2A: Marital Status

Single Separated

Engaged Married

Widowed Divorced

If you are married or engaged please list your partner's full name:

2B: Complete if you intend your children to accompany you.

Child's Name

Female Male Date of Birth
(dd/mm/yyyy)

Child's Name

Female Male Date of Birth (dd/mm/yyyy)

Child's Name

Female Male Date of Birth
(dd/mm/yyyy)

Child's Name

Female Male Date of Birth (dd/mm/yyyy)

Section 3: Education and Training

(outline all educational qualifications)

School Certificate Year Acquired


Trade Year Acquired

University - Degree Year Acquired

Training / Diploma Year Acquired

Post Graduate - Degree Year Acquired

Other Year Acquired

 Please attach a separate sheet giving as much information as possible about your work history (including skills, responsibilities, and work environment)

Volunteer Application

Section 4: Working with Children

Do you have any experience with and/ or caring for children?

- No
 Yes (please provide details of your experience)

Do you have any experience working with people who have HIV/AIDS?

- No
 Yes (please provide details of your experience)

List any Work Experience/Skills you have

4A: Other Skills, talents, hobbies or other work experience

(please detail as much as possible about any additional skills you feel you possess that are not covered in sections 3 & 4)

Volunteer Application

Section 5: Health

List any current medical conditions that could affect your ability to live in a tropical climate

Current Health Conditions

-
-
-
-

Previous Health Conditions

-
-
-
-

Do you have any special dietary requirements?

Additional Health information

Sections 6: Finances

Note: All volunteers at Mercy International (short and long term) are all self funded.

Are you prepared to raise your own finance to support yourself?

- Yes
 No (please provide details why)

How do you propose to raise your support?

Section 7: Mercy International

How did you hear about Mercy International?

What do you know of their operations and facilities?

Volunteer Application

Section 8: Proposed Volunteer Service

(your answers to each of the questions in this section should be between 300-400 words)

Have you ever undertaken any volunteer work in a developing country or cross cultural setting?

No

Yes (provide details of the setting, nature, host organisation and timing of the experience)

Why do you want to volunteer with Mercy International/House of Mercy Foundation?

What are your personal expectations of this proposed volunteering experience?

8A: Home Church Involvement (please complete if you are a Christian)

Outline your church involvement including your home church location, responsibilities/ roles you have undertaken in a church setting/ context.

Section 8 B: Team Environment

Relationship building is a challenging part of working in a team environment. Are you willing to respect & submit to the authority and leadership of those managing various Mercy International centres of care and education in Thailand?

Yes

Ne (please detail why)

Volunteer Application

Section 9: Interpersonal Skills

Think about a time when you have felt misunderstood or wronged. Please describe how you responded to this situation

Section 10: Referees

- You are required to provide contact details for three referees.
 - One referee should be your professional workplace and the remaining two may be personal referees.
 - If you attend church one referee must be from a senior church representative.)
 - Please inform your referees that we will contact them

Note: All referees will be contacted to assist with processing your application

Referee 1 – Professional

Name	Contact telephone Number
Position Title	Email Address
Organisation	Relationship to Applicant

Referee 2 - Pastoral

Name	Contact telephone Number
Position Title	Email Address
Organisation	Relationship to Applicant

Referee 3 - Personal

Name	Contact telephone Number
Position Title	Email Address
Organisation	Relationship to Applicant

Volunteer Application

Section 11: Emergency Contact Nominee

Name

Relationship to Applicant

Telephone Contact Details (include international dial codes)

Contact Email Details

Home Telephone

Primary

Work Telephone

Alternative

Mobile/Cell Phone

Other

Section 12: Consent

(if you are under 21 years of age, please provide the following)

Father's Name

Contact Telephone Number

Mother's Name

Contact Telephone Number

Parents Email Address

Parents Email Address

Office Use Only

Application Received Date

Application Status Pending

Review and Advice from founders

Referee Progress

Referee 1 contacted

Date Contacted

Referee form received

Referee 2 contacted

Date Contacted

Referee form received

Referee 3 contacted

Date Contacted

Referee form received

Date Applicant informed

Application Assessed By

Additional Comments

Volunteer Application

Section 11: Declaration

I certify that to the best of my knowledge the information supplied by me in this application is complete and correct.

I agree not to hold Mercy International/House of Mercy Foundation, its officers, employees, or other agents liable for any injury, loss, damage or accident I might encounter while volunteering with Mercy International/House of Mercy Foundation in Thailand.

I realize and acknowledge that my participation as a volunteer with Mercy International/House of Mercy Foundation in Thailand may include risks and possible dangers. I am well aware that my travel to such a foreign country exposes me to such risks as accidents, disease, political unrest, injury from construction projects, and other calamities.

I will take out comprehensive Travellers and Medical Insurance prior to my departure and I understand that I will not be able to commence volunteering with Mercy International/House of Mercy Foundation until I have provided the policy details to the Volunteer Coordinator.

I hereby assume any risks such that might result from my travel to a foreign country and I unconditionally agree to hold Mercy International/House of Mercy Foundation, its officers, its employees or other agents blameless for any liability concerning my personal property that might be lost, damaged, or stolen while volunteering.

I hereby declare I do not have a police record anywhere in the world for child molestation, child abuse or mistreatment.

I have carefully read the above and I understand that my signature herein holds Mercy International/House of Mercy Foundation, its officers, employees, or other agents harmless for any liability for injury, damage, loss, accident, delay or irregularity in schedule.

Applicant Signature x	Date
Applicant Full Name 	
Witness Signature x	Date
Witness Name 	
Parent/ Guardian Signature x	Date
Parent/ Guardian Name 	

Information contained in this application will be kept private and confidential.

Thank you for completing the Volunteer Application Form.

Email complete forms - This page with signatures plus photo to be mailed to Volunteer Coordinator at Phrae address

Thank you.