

THE RWANDA SCHOOL PROJECT
Bethlehem Lutheran Church 1300 St Francis Road Santa
Rosa, CA 95409 USA
VOLUNTEER APPLICATION

Given Name, Family Name:

Present Address (until):

Phone (H):

Phone (W):

Phone (C):

E-mail (current):

Date of Birth:

Permanent Address (if different):

Permanent Phone:

E-mail (permanent):

EDUCATION AND WORK EXPERIENCE

Educational History: List all schools attended (college/university, business, trade, seminary, graduate school, high school).

Note: If you will be teaching in an official capacity at the school you may be required to present copies of transcripts and/or certificates at a later date.

School/College	City, State	Dates	Field of Study	Degree

Do you (will you) have any professional licensure or certification (e.g. teaching, nursing, counseling, law)? If yes, please specify type of certification and dates of training.

Work History: List the last three jobs or internships you have had, or your work history of the last five years, beginning with the most recent.

Note: You may attach additional job history or a resume on a separate sheet.

Employer or Organization	Dates	Nature of Work	Reason for Leaving

Have you ever been convicted of a crime? Yes No If yes, please explain.

OTHER INTERESTS AND EXPERIENCE

Volunteer Experience: List the three most important organizations or events with which you have recently been involved.

Organization or Event	Dates	Nature of Involvement	Reason for Leaving

What did you gain from these experiences?

Language Skills: Indicate your level of comprehension of the following languages by filling in “Fluent,” “Proficient,” “Adequate,” or “Beginner” where appropriate.

Language	Speaking	Writing	Listening	Reading
Kinyarwanda				
French				
English				
Swahili				
Other:				

Tell us about your leisure activities, hobbies, and/or talents.

PERSPECTIVES AND ANALYSIS

1. How do you feel you can contribute to the Rwanda School Project and its mission?

2. What do you expect to gain from this experience?

3. Describe any overseas living or traveling experiences you have had, including highlights and drawbacks. What expectations or concerns do you have about living in Rwanda?

4. What experiences have you had interacting with people from ethnic, racial, or socioeconomic backgrounds different from your own?

PLACEMENT INTERESTS

Please indicate your level of interest for the types of work listed below by marking 1 for a high level of interest, 2 for some interest, and 3 for no interest.

- | | |
|---|---|
| <input type="checkbox"/> Teacher Training | <input type="checkbox"/> Library Responsibilities |
| <input type="checkbox"/> Teaching (Subject _____) | <input type="checkbox"/> Building (___Construction,
____Solar/Electrical Installation,
____Water Systems,
____General Labor) |
| <input type="checkbox"/> Administrative Work | |
| <input type="checkbox"/> Bookkeeping | |
| <input type="checkbox"/> Secretarial | |
| <input type="checkbox"/> Accounting | |

5. Please explain what skills, training, or experience you have in the areas in which you indicated interest above.

SELF EVALUATION

Instructions: Indicate which side of the continuum you are on *most often*. Check a single box to the right of the appropriate number.

- | | | |
|--|---|---|
| I excel with group work | 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> | I excel with independent work |
| I like to have a consistent routine of assignments | 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> | I like to experiment with projects each day |
| I seek interaction with many people | 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> | I seek interaction with fewer people |
| I like to initiate projects | 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> | I like to carry out projects others assign |

6. Think of a job that you found rewarding. What aspects of the job made it a good experience for you?

7. Describe a time when you encountered a difficulty or difference of opinion with a colleague or supervisor. How did you communicate your perspective and what was the end result?

8. What causes you stress? How do you respond to or cope with stressful situations?
9. What do your friends say they like about you? In what areas would they say you have room for growth?

EXPECTATIONS

10. What potential difficulties do you foresee in being a part of The Rwanda School Project (e.g. genocide, Christianity, Islam, language, Africa, lack of convenience in daily living, third world)? Every experience has some difficult aspects so please respond.

11. How does your faith or moral code affect your daily life and your decision to volunteer?

12. Do you have any special needs or health concerns (physical, mental, emotional)?

13. Please describe briefly your decision to apply to The Rwanda School Project and how such an opportunity is related to your aspirations for the future.

OPTIONAL INFORMATION

The Rwanda School Project welcomes applicants of any ethnicity, race, religion, age, economic class, or sexual orientation. However, since the Project works closely with the Evangelical Lutheran Church of America and the Lutheran World Federation, it is helpful to these organizations to know when Lutherans are participating.

14. If you are Lutheran, please indicate your regional synod, and home church or faith community (street/city/zip/phone/email).

15. How did you first find out about the RSP? (Please check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> EL Staff | <input type="checkbox"/> Brochure |
| <input type="checkbox"/> Teacher/Professor | <input type="checkbox"/> RSP Website |
| <input type="checkbox"/> Spiritual Leader/Pastor | <input type="checkbox"/> Other Website |
| <input type="checkbox"/> Friend | <input type="checkbox"/> Other _____ |

REFERENCES

16. Please list the three people to whom you have sent reference forms, including their complete address, phone number, e-mail address and relationship to you. We ask that at least one reference come from a current/former supervisor, and we suggest that one come from a spiritual leader/mentor. Please do not include relatives or friends.

1)

2)

3)

To the best of my knowledge, the information provided in this application is complete and accurate.

Signed _____ Date _____

Thank you for applying to volunteer with The Rwanda School Project! Please send this by email to rwamaluthsch@gmail.com. If you decide to withdraw your application, please notify us immediately.

THE RWANDA SCHOOL PROJECT

Bethlehem Lutheran Church 1300 St Francis Road Santa Rosa, CA 95409 USA

VOLUNTEER REFERENCE FORM

NOTE TO VOLUNTEER: Please provide your reference with a self-addressed, stamped envelope and fill out the top portion of this form for them. Appropriate references are work supervisors, teachers, professors or volunteer supervisors. One reference may be from a family friend. Please do not submit references from family members or co-workers.

Full name _____ Phone _____

Length of time you hope to volunteer: _____

* * * * *

The person named above has applied to volunteer with The Rwanda School Project in Rwamagana, Rwanda (East Africa). Please evaluate the candidate's suitability for this work to the best of your ability.

How long and in what capacity have you known this person?

Please rate the candidate's ability in the following areas, with 1=excellent, 2=good, 3=fair, 4=limited and 5=poor. Please indicate "unknown" if you're not sure.

Ability to deal with unforeseen situations	1 2 3 4 5 Unknown
Ability to handle an environment where people speak a foreign language where s/he doesn't understand	1 2 3 4 5 Unknown
Ability to relate to people with different customs and opinions from what s/he may accept as "normal"	1 2 3 4 5 Unknown
Flexibility in changing routines	1 2 3 4 5 Unknown
Ability to live in community with others	1 2 3 4 5 Unknown
Ability to work without direct supervision	1 2 3 4 5 Unknown
Ease in meeting people	1 2 3 4 5 Unknown
Ability to live without all the comforts of home	1 2 3 4 5 Unknown
Sense of humor	1 2 3 4 5 Unknown
Organizational skills	1 2 3 4 5 Unknown
Expertise in field	1 2 3 4 5 Unknown

Ability to confront and discuss problems straightforwardly 1 2 3 4 5 Unknown

Diplomatic skills in dealing with misunderstandings 1 2 3 4 5 Unknown

1. Describe the applicant's strengths. In what areas does the applicant have room for growth?

2. For what type of work is the applicant best suited—teaching, office work, building, tutoring, coaching, library work, other... Why?

3. Please comment on any other aspects of this applicant that might be relevant.

4. At what level would you recommend this applicant for acceptance by The Rwanda School Project?

- Weak, should be discouraged
- Good, better than many
- Very good, no reservation at all

Signed _____ Date _____

Name:

Title:

Organization:

Email:

Address:

Work phone: