



1300 St. Francis Road, Santa Rosa, CA 95409 USA

(707) 829-0606

VOLUNTEER APPLICATION

Full name (given, family): _____

Current address (until _____): _____

Phone: (H) _____ (W) _____ (Cell) _____

Current email: _____ Other email, if applicable: _____

Permanent address (if different from above):

EDUCATION AND WORK EXPERIENCE

Educational History: List all schools attended (college, university, business, trade, seminary, graduate school, high school, etc. Please do not list primary school. *Note: If you are selected for an interview, you will be required to submit official transcripts or certificates at that time.*

School/College	City, State	Dates	Field of Study	Degree / Certif.

Work History: List the last three jobs or internships you have had, or your work history of the last five years, starting with most recent. You may attach additional job history or a resume.

Employer / Organization and address	Dates	Brief description of duties	Reason for leaving

Additional training or volunteer experiences: Please list any additional training or certificates or volunteer experience here (e.g., internships, teacher certifications, CPR, etc.):

Organization name and location	Duration (dates) and total time spent	Brief description	Certificate or certification awarded, if any:

What did you gain from these experiences?

Language Skills: Please indicate your language competency in the following table. Use a 5 for Fluent, 4 for Advanced intermediate, 3 for Intermediate conversational, 2 for Beginning (some facility) and 1 for Beginner.

Language	Speaking	Listening	Reading	Writing
Kinyarwanda				
French				
Swahili				
English				
Other:				
Other:				

Other Interests: Please tell us about your leisure activities, hobbies or talents:

PERSPECTIVES AND ANALYSIS

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.

_____ Teacher Training	_____ Library Responsibilities
_____ Teaching; Subject(s)_____	
_____ Administrative Work	_____ Building
_____ Bookkeeping	_____ Solar/Electrical
_____ Secretarial	_____ Water Systems
_____ Accounting	_____ General Labor

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

SELF EVALUATION AND INFORMATION

Instructions: Indicate which side of the continuum you are on *most often*. Circle the appropriate number.

I excel at group work.	1 2 3 4 5 6	I excel with independent work.
I like to have a consistent routine of assignments.	1 2 3 4 5 6	I like to experiment with projects each day.
I seek interaction with many people	1 2 3 4 5 6	I seek interaction with fewer people.
I like to initiate projects.	1 2 3 4 5 6	I like to carry out projects others assign.

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

2. 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?

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

EXPECTATIONS

1. What potential difficulties do you foresee in being 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.
2. How does your faith or moral code affect your daily life and your decision to volunteer?
3. Do you have any special needs or health concerns (physical, mental, emotional)?
4. Please describe briefly your decision to apply to The Rwanda School Project and how such an opportunity is related to you aspirations for the future.

OPTIONAL INFORMATION:

1. 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. If you are Lutheran, please indicate your synod and church home (name/address/phone/email).

2. How did you learn about this position? Please check all that apply:

- Expeditionary (EL) network
- Teacher / Professor
- Pastor / Spiritual Leader
- Friend
- RSP website
- Other: _____

REFERENCES

Please list 3 people as your references if you are selected for an interview. At least one reference must be from a current or former supervisor and we suggest one from a spiritual leader/mentor. Please do not include relative, co-workers or friends.

Name	Street, City, State, Zip	Phone	Email	Relationship

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

Signature

Date

Please submit your application to info@rwandaschoolproject.org or the address on the first page.

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



THE RWANDA SCHOOL PROJECT

1300 St. Francis Road, Santa Rosa, CA 95409

(707) 829-0606

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 area, with 1 = excellent, 2 = good, 3 = fair, 4 = limited, or 5 = poor. Please indicate "unknown" if you're not sure.

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

See next page.

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 _____

Print Name:

Title:

Organization:

Email:

Address:

Work phone: