



## THOMPSON RIVERS UNIVERSITY APPLICATION FORM

To apply for the program, send this form and your resume to:  
**Amélie Sylvain [amelies@ceci.ca](mailto:amelies@ceci.ca) by Friday, April 5<sup>th</sup> 2019 at 4pm (Pacific Time)**

### **Eligibility criteria**

- Must be a regular full-time staff or Faculty member of the University who has successfully completed their probationary period.
- Have enough vacation time to participate in the program and must receive prior approval from their supervisor.
- Be an active Thompson Rivers University employee at the time of the volunteer opportunity with Uniterra.
- Be a Canadian citizen or a permanent resident.
- Have no criminal record (Global Affairs Canada requirement).
- Be in good health – to be eligible to the Uniterra insurance program for short-term volunteers.
- Be able to receive the following vaccines: Hepatitis A, Hepatitis B, Malaria, Meningitis, Yellow Fever, Typhoid, and Polio (if necessary).
- Commit to a specific volunteer mandate with a partner organization in one of the Uniterra countries.
- Agree to participate in post-trip Thompson Rivers University Leave for Change events.

### **Once volunteers are selected, they must:**

- Complete in a timely manner all administrative steps required to build their file.
- Sign a volunteer contract with Uniterra.
- Sign the “Volunteer Commitment” letter.
- Take part in a 2-day pre-departure orientation (weekend), in evaluations, and in a debriefing (by telephone) after their return.
- Complete the assignment before the end of December 2019.
- Agree to participate in post-trip Thompson Rivers University Leave for Change events.

## APPLICATION

Date	
Name ( as indicated on your passport)	
Current position at TRU	
How long have you worked for TRU?	
Home Address (including postal code, plus work, home and cell numbers and email address, work and personal)	
Do you have a valid passport? When does it expire? (It must be valid for 6 months after date of return to Canada)	
Do you have difficulties with extreme conditions (very dry, very humid, high altitude)?	
When are you available to undertake an assignment? (approximate dates and for how long)	
Have you obtained approval from your TRU supervisor to participate?	
Name of supervisor/office phone number/email to confirm approval	
1. What is your motivation for participating in Leave for Change?	
2. What skills do you wish to share with our developing country partners? Please briefly describe one or more previous experience(s) where you trained others or transferred your skills and knowledge.	
3. What would our partners in developing countries gain from having you as a volunteer?	
4. What would you gain from your assignment?	
5. In your opinion why does your employer participate in the program?	
6. Do you have any volunteer or public engagement experience? Please describe briefly.	
7. During your overseas assignment, you will no longer have your everyday bearings. What skills do you think are required to do well in a potentially destabilizing setting?	

8. Upon your return to Canada, would you be willing to share your experiences with your colleagues and with the public? How would you go about doing this?

9. After reviewing the list of postings (<http://uniterra.ca/en/volunteering/corporate-volunteering>), which three mandates appeal to you most (by order of preference)? For each mandate, please indicate which of your professional skills relate to the mandate for which you have applied.

**If there is no mandate that seems to require your skills:** What are the specific skills or professional experience that you could share with our partner organizations?

**Volunteer. Educate. Advocate.  
Thank you for your commitment!**