

Terms of Attachment to "THE NEST Children's Home"

You have been given a unique opportunity to work at a children's home in Kenya, an experience that you will quickly regard to be a privilege and one which will provide you with lasting memories. The opportunity has been given to you on the understanding that you will do everything possible to learn about and comply with the customs and cultures of your Kenyan hosts and all others you come in contact with throughout your stay in Kenya.

To that end you should note the Terms of Attachment laid down below and, by signing the document, demonstrate your understanding of your position, what is expected of you, and your agreement to abide by these terms throughout your work attachment.

Your Position

You are appointed a volunteer helper at THE NEST for a period of time agreed by you and the manager. You must comply with all reasonable and acceptable tasks given to you by her when working at THE NEST.

Understanding Your Responsibilities

1. You agree to perform your duties and work to the best of your ability throughout your attachment.
2. You agree to dedicate yourself to the children in THE NEST throughout your attachment and give them and the Home priority over all other peripheral interests during working hours.
3. You agree to abide by all rules and regulations pertaining to members of staff at THE NEST and if in doubt about any such matter consult the manager. You will speak to the manager at the earliest opportunity if there are matters that you wish to bring to her attention.
4. You agree to abide by standards of behaviour and etiquette befitting your appointment and as expected as a volunteer helper throughout your attachment and stay in Kenya both within the orphanage and elsewhere. You will be dealing with a range of children, some of whom are immunologically compromised so personal hygiene is very important.
5. You agree to compile a report detailing your experiences and activities during your time at the Project. Occasionally your report may be published on our web-site or in our news letter.

6. Relationships with staff members, other volunteers, children and clients must be kept professional at all times!
7. Avoid personal loans to any member of staff since this creates resentment amongst those who do not benefit and ultimately compromises working relationships within THE NEST. Any remuneration for services such as washing or transport should first be cleared through official channels.
8. Don't give money or gifts to children and clients unless previously agreed upon with the management or social workers.
9. You agree to comply with local Kenyan dress codes that apply to helpers and volunteers, these are as follows:
 - a) Women: T- Shirts or similar garments and knee length skirts and long trousers are preferable
 - b) Men: T- Shirts, sleeved shirts, Knee length shorts or long trousers are preferable
 - c) Dress modestly
10. You understand THE NEST and its permanent staff are not responsible for your health, safety and welfare during your attachment or at any other time during your stay in Kenya. They will, however, do everything possible to ensure your safety and well being whilst working at THE NEST.
11. You must understand that there are risks attendant with living and working at THE NEST. THE NEST can accept no liability for the risks and therefore you must have your own personal accident and health insurance throughout your stay.
12. You agree to pay Ksh 300 daily towards your up-keep and lodgings. (100\$ monthly)
13. You recognise the manager has the right to terminate your attachment to THE NEST if at any time she feels it necessary to do so because of your non- compliance of the aforementioned terms, or for any other reason she considers to be in the best interests of THE NEST
14. You recognise that, as a helper volunteer at THE NEST, you are an ambassador of the establishment throughout your attachment and should behave accordingly at all times, both within THE NEST and elsewhere.

Agreement

I understand my position, my appointment and my responsibilities.

I have read and understood these Terms of Attachment and hereby agree to comply with them at all times and to the best of my ability.

Signed.....Date.....

Name:.....