

Tanzania School Foundation – Volunteer in Tanzania

Terms & Conditions

Introduction

Tanzania School Foundation is an international NGO operating in the USA and Tanzania. The Tanzania School Foundation founded the School of St. Nicholas. A small English Medium Primary School which provides a free education to some of the poorest children in Arusha.

TSF is a charity committed to work for the relief of poverty, the advancement of education and training, the promotion and preservation of good health for individuals in Tanzania. We provide: grants and services to provide free education to those who meet the criteria.

We provide volunteer opportunities to individuals around the world who believe in our mission and offer their time and talent to helping the students and staff at the School of St. Nicholas. Volunteering would encompass; working to prevent or relieve poverty, advance education and training or promoting and preserving good health for people within Tanzania.

The work undertaken by our volunteers is invaluable. Our goals could not be achieved without their help and support. Our volunteers are treated with the same respect and courtesy we give our employees and we expect to receive the same professionalism in return. Our volunteers are key in the continuation of TSF's work in Tanzania

Recruitment process

TSF and School of St. Nicholas aim to keep the volunteer recruitment process as simple as possible and open to all those over eighteen years of age. Prospective volunteers will be required to complete the following:

- Our volunteer application including questions about past experiences and reasons for their intent to volunteer.
- Where possible, a short essay on why you would like to volunteer with us.
- TSF reserves the right to check all our volunteers, without prior request or notice other than that given on this form.

Volunteer roles

The roles of our volunteers will vary according to the specific roles available when volunteers arrive. Project-specific information will be made available to prospective volunteers prior to arriving in Tanzania. Options may include: Teachers assistant, Cooking and serving meals to our students, administrative duties, building and painting classrooms and providing curriculum development and guidance to our teachers (hosting seminars). If you have a specific project you would like to work on with us, please let us know. We expect our volunteers to complete their projects with a respectful and friendly approach, maintaining a tidy living space and an open-minded approach to local customs and traditions.

Diversity policy

TSF is committed to a fair, non-discriminative approach in all areas of our work. Applicants for volunteering projects are selected solely on a basis of their competence and will not be persecuted on grounds of age (once above 18), sex, gender, race, ethnic origin or disability.

Induction and Training

Introduction and Training will be given before any project. Volunteers working overseas will receive an orientation and information pack. Email correspondence will walk the volunteer through project specific information and training upon arriving in Tanzania. Any information or instructions given in these must be adhered to at all times.

Health and Safety

TSF's Volunteers are committed to proper attention to health and safety. As of 2015, TSF's volunteers continue to have a 100% safety record with regards to injury and accidents. TSF is responsible for providing and maintaining a safe and healthy environment for volunteers, in accordance with the organization's policy and procedures. You are required to cooperate with TSF to help achieve our required standards of health and safety. When volunteering with TSF, you have a duty to take reasonable care of yourself and others who could be affected by what you do or fail to do.

Travel

The volunteer is solely responsible for arranging and paying for their own travel, specifically including all airfares or other transport costs to and from the host country as well as any local transport costs. It is the responsibility of the volunteer to carry all necessary documents when travelling abroad. It also the volunteer's responsibility to ensure that they have the correct travel documents, including visas when travelling to or from our placements and while on placement. It is mandatory for all volunteers to purchase travel insurance before departing. While TSF may advise the volunteer on required travel documentation, TSF is not responsible for any supporting documents (including visas) necessary for the volunteer's travel needs or other purposes. TSF is in no way liable for the consequences of failing to independently verify the accuracy of the general advice provided in our literature. TSF has no responsibility whatsoever for the direct or indirect communication of the volunteer with their given airline. TSF is in no way liable for any missed or late connections between TSF's transport and external providers, including airlines.

Extra trips

While in Tanzania, TSF can offer side excursions (Safari, Zanzibar, Mt. Kilimanjaro). The volunteer may opt into any of the activities that are offered in their destination country at their own discretion. TSF acts only as an agent for these trips. Any trips booked in country are not related in any way to TSF and bears no responsibility or liability for them.

Refund policy

You are entitled to a full refund of your program and associated trip and insurance fees, provided you make this request within 14 days of paying your fee, and provided you are not due to travel to your desired project within the next 45 days. If you book with less than 45 days before you travel, you immediately waive all rights to refunds of program and trip without exception.

TSF is in no way responsible for refunding flight, private insurance, and equipment and travel costs. This information regarding refunds is provided and agreed to (a) when you send us your application form (b) when you agree to the terms on your PayPal invoice (c) when you sign your volunteer policy. It is not your trip adviser's responsibility to provide any further information or warnings regarding our refund policy.

Program fees

Program fee revisions are not applicable to volunteers who have already paid their fee before the revisions take effect. Program fees are due 60 days prior to the beginning of the volunteer's program placement in normal circumstances. Failure to make this payment can result in a loss of volunteer placement. Program fees are not transferable to other persons.

Change of dates and duration once registered and a full placement fee has been paid but before they begin their trip with TSF, the volunteer is entitled to change their start date and duration once, at no additional cost, other than the cost of additional weeks in country (if any). If they need to change their start date or duration a second time they will be required to pay an administration fee of \$50 for each change they make.

Drug and Alcohol use

The volunteer must abide by the rules put in place by TSF, the School of St. Nicholas and host-families in regards to alcohol consumption. Drug use (unless prescribed by a doctor) is strictly prohibited and will result in instant dismissal from the program without any refund for program fees, travel or other expenses.

Partner Organizations

A small number of TSF volunteers will not reside in TSF property, rather they will reside in a home-stays. The volunteer agrees to comply with the partner's code of conduct at all times and will respect the agreement in place between the partner organization and TSF. You agree that TSF is not liable for any actions or omissions of any partner organization.

Image and Naming rights

TSF and the School of St. Nicholas reserves the right to use feedback and images provided by volunteers for website materials such as testimonials, promotional videos, posters, television commercials and any other form of advertising. To the full extent permissible at law, all representations, terms, warranties, guarantees, or conditions whether implied by statute, common law or custom of the trade or otherwise, including, but not limited to, implied warranties and guarantees, are excluded.

TSF does not warrant or make any representations regarding the correctness, accuracy, reliability, or otherwise of the materials in this site or the result of their use.

Removal

TSF and its partner organizations reserve the right to remove the volunteer from the program at our discretion. While we would aid the volunteer to return home we are not legally obliged to do so.

Personal Risk

The volunteer acknowledges and accepts the responsibilities and risks associated with their agreement to travel to, temporarily live in and provide volunteer services in a developing country. Such travel and volunteer work can be often hazardous and involves a certain degree of risk, inherently dangerous activities and personal perils to the

volunteer, both foreseen and unforeseen, all of which are fully accepted by and solely assumed by the volunteer. Therefore, TSF including any and all of its employees, managers, directors, shareholders, host families and host country partner organizations are not liable, to the maximum extent of the law, for any loss or harm the volunteer or associates may suffer, including but not limited to loss caused directly or indirectly by:

- Personal injury;
- Emotional injury;
- Death;
- Illness or disease;
- Damage to or loss of property;
- Hostage situations;
- War or terrorism;
- Natural disasters; or
- Any 'Act of God.'

Liability and indemnity

Notwithstanding anything else contained in any agreement, the liability of TSF and the School of St. Nicholas to the volunteer shall not in aggregate exceed the amount of the placement fee paid by the volunteer.

The volunteer agrees to indemnify TSF against any and all liability which TSF incurs arising directly or indirectly out of, or in connection (in any way) with, the volunteer's travel to, living in and providing services in the volunteer's nominated country

Personal and Property insurance

It is a **mandatory** requirement for all volunteers to hold a certain level of both personal and property travel insurance.

The volunteer is solely responsible for evaluating and determining the type, extent and levels of any insurance coverage they need or desire for their planned volunteer travel period. Any advice given by TSF or any member of staff should not be taken as final and we will not be held responsible for events that should occur from the taking of this advice.

Governing law

These terms are governed by the laws of the USA.