



# Information for Prospective Volunteers

Thank you for your interest in joining our team as a volunteer. These pages are designed to give you a bit more information about being a CCD volunteer. We ask you to read it carefully before you decide to apply to be a volunteer with us.

## The Volunteer Role

Volunteering at CCD is both challenging and rewarding. The activities involved include playing with the children and adults, stimulating them, teaching them to feed themselves, encouraging movement, helping their speech and, most importantly, just showing them love.

You will also make an effort to contribute to the day-to-day running of the centre in washing up, cleaning and keeping the place tidy.

The role requires:

- Patience
- Enthusiasm
- Maturity
- Love

CCD has a set programme for volunteers desiring to work for them. Volunteers work in one of CCD's four day care centres. Three of these are based at the government-run orphanage; the other is CCD's own purpose-built rehabilitation centre, Rainbow House. The day care centres are Baan Fuang Fah for children, Rachawadee Boys (for boys and men) and Rachawadee Girls (for girls and women). There you will work to help the CCD staff take care of the children and adults.

The role involves helping children and adults manage their self-care routine (i.e. feeding, and sometimes toileting, showering and dressing). This can also include changing nappies.

The work is physical in nature and will require you to sit on the floor and bend over to pick children and adults up. Your health must enable you to do this in hot and humid conditions.

The work is very emotionally draining and therefore volunteers must show a level of emotional stability and maturity.

The suitable volunteer will be humble and willing to serve CCD staff and children. Following instructions from the Thai staff will be a large component of the volunteer's work.



## **Professionals**

CCD is always interested in hearing from professionally-qualified therapists, medical staff and others who are willing and able to donate their time and experience. However, your primary responsibility as a volunteer is to be a caregiver to the children, and we cannot guarantee that you will be able to use your professional skills all the time. Please contact us for more information if you would like to use your professional skills as a volunteer.

## **Working hours**

Working hours are Monday to Friday, 8:30am to 3:30pm. Outside of these hours there are lots of activities you can choose to join in with.

Whilst we appreciate that volunteers give of their time and energy for free, to ensure the most benefit for CCD, volunteers are requested not to go on holiday whilst volunteering. However, volunteers are entitled to two long-weekends off (Friday-Monday) during a three-month stay. If you volunteer for longer than three months and wish to take a holiday whilst volunteering please discuss this with us when applying.

## **Accommodation**

CCD rent a three-bedroom house for volunteers called River Home. Accommodation is comfortable but basic, and you will probably share your room with other volunteers of the same gender. There is a communal kitchen and lounge and two shared bathrooms. There is a washing machine and Wi-Fi available for the volunteers to use. Volunteers are required to contribute to the cost of their accommodation (see Costs below).

## **Requirements**

CCD welcomes volunteers for a three-month period or longer. Applications for less than three months will not be considered unless there are exceptional circumstances.

It should be noted that CCD is foremost an organisation committed to Christian beliefs and values whilst still respecting the religious beliefs of others. Although CCD is a Christian charity volunteers of all faiths are accepted. However, the volunteer must be respectful of Christian values and willing to adhere to CCD's Code of Conduct.

Due to the vulnerable nature of the people you will be looking after, no-one with a previous conviction of violence towards children or adults or sexual abuse towards children or adults is suitable for the volunteer role.



## Costs

CCD asks all volunteers to fund themselves, and we keep costs as low as possible so as to make it affordable.

When calculating costs you will need to consider the cost of flights, health insurance and vaccinations prior to your arrival, and general living costs whilst you are volunteering (food, travel etc). All of these are arranged and paid by the volunteer themselves.

When at CCD the costs are:

<p><b>CCD Administrative and orientation package fee for new volunteers</b></p> <p>The orientation package consists of information about your specific work location and other helpful information, a presentation about CCD, a tour of Rainbow House and other available project sites and a CCD T-shirt.</p> <p>Administrative costs contribute to the costs of employing the staff required to organise your stay, and include emergency transportation in case of illness, and transportation to and from immigration when extending visas.</p>	<p><b>3,000 baht</b></p>
<p><b>CCD Administrative fee for returning volunteers</b></p> <p>Administrative costs contribute to the costs of employing the staff required to organise your stay, and include emergency transportation in case of illness, and transportation to and from immigration when extending visas.</p>	<p><b>1,500 baht</b></p>
<p><b>CCD Accommodation</b></p> <p>This includes all bills and Wi-Fi.</p>	<p><b>2,500 baht/ month</b></p>
<p><b>Collection from the airport</b></p> <p>This is optional, although advisable if you are travelling to CCD for the first time.</p>	<p><b>1,000 baht</b></p>
<p><b>Approximate Cost of Living</b></p> <p>The cost of living covers your food, transportation and entertainment expenses and varies by how you choose to live. It is possible to live cheaply by eating locally prepared Thai food, and cycling as a form of transportation. However, if you enjoy eating western style food and are uncomfortable riding a bike, the cost of living increases. This amount of money is not paid to CCD, but is a budget you handle personally.</p>	<p><b>5000–10,000 baht/month</b></p>
<p><b>If you volunteer for more than three months you will need to include the following costs:</b></p>	
<p><b>Work Permit</b> (Government office fee, costs can increase) CCD arranges this for you but you will need to cover the cost yourself.</p>	<p><b>750 baht/ 3 months</b></p>
<p><b>Visa extension fee</b> (Government office fee, costs can increase) CCD arranges this for you but you will need to cover the cost yourself.</p>	<p><b>1,900 baht</b></p>



## Application Process

All prospective volunteers follow a screening process to promote the wellbeing of CCD children, staff and volunteers by ensuring that only those suitable for this role volunteer. CCD is often oversubscribed for volunteers, and therefore this process also ensures the highest calibre of volunteers.

Once we have received your application form we will arrange an interview with you, either in person or via video call, depending on where you live. We will also obtain references and a police check for previous convictions. After this process has been completed we can confirm your acceptance as a volunteer.

To coordinate this screening process for international volunteers we work closely with a number of charities across the world. Depending on where you live, this will determine who to liaise with in regards to volunteering. If you wish to apply to volunteer at CCD, please email the application form, along with a photocopy of your passport, recent photo, the CCD Code of Conduct form and the medical form, to the email address below that corresponds to where you live:

### **Europe**

For Life  
volunteers@4lifethailand.org

### **USA**

CCD-USA  
volunteer@ccd-usa.org

### **Australia**

Friends of Ziba  
camille@foz.org.au