



*Thiensville - Mequon  
Rotary Foundation  
Guatemala Relief Account*



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Mequon & Thiensville  
Members of Rotary District 6270*

## **GUATEMALA MEDICAL RELIEF PROJECT (GMRP)**

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## **VOLUNTEER AGREEMENT – 2011 MISSION**

**IMPORTANT: Please read this agreement thoroughly and retain this copy for your own records. You will then be required to sign a statement on the Volunteer Application confirming that you have read, understood and have agreed to comply with all of the following rules, regulations and procedures set forth by the Guatemala Medical Relief Project prior to your participation with us.**

### **ROTARY AND PROJECT BACKGROUND**

Rotary International is the world's first service club organization, with more than 1.2 million members in 33,000 clubs worldwide. Rotary club members are volunteers who work locally, regionally, and internationally to combat hunger, improve health and sanitation, provide education and job training, promote peace, and eradicate polio under the motto Service Above Self.

Guatemala Medical Relief Project (GMRP) is a volunteer effort driven by Rotarians and non-Rotarians to provide medical, dental, vision and pharmacy services to underserved people of rural Guatemala. In January 2011 we are entering our 7<sup>th</sup> year.

GMRP is funded by multiple donors — Rotary International, Rotary Clubs within District 6270 as well as other generous organizations and individuals. Your contributions are always welcome.

### **INTRODUCTION**

The purpose of this volunteer agreement is to outline some key points of understanding for anyone considering participation in the Guatemala Medical Relief Project in Oliveros, Guatemala. The goals of this agreement are:

- To promote understanding about the responsibilities we have to each other as team members in a developing country.
- To ensure the smooth operation and success of the mission trip.
- To maximize the comfort and safety of all who participate in it.

What follows is an outline of information that is required by GMRP in order for you to participate in our mission trip. Also included is a list of points of agreement between you, as a team member and our organization.

## NOTES ON OUR ACCEPTANCE POLICY

- Each participant is selected based on the goals of the mission, team's needs and available space. Therefore, we cannot accept all interested parties. It is no reflection on the abilities of applicants who are not accepted for our 2011 mission.
- You will be notified at a later date about the status of your application. The notification will be emailed from [gmrpteam@gmail.com](mailto:gmrpteam@gmail.com). We suggest that you add this email address to your contact list to ensure you receive ongoing emails.
- You will be responsible for arranging your own funding for the costs of the trip.

## WHAT IS REQUIRED FROM YOU PRIOR TO THE TRIP

### A. A Promise

- To maintain a courteous and professional demeanor at all times.
- To remain as flexible as possible.
- To try your best to maintain a sense of humor.

### B. Professional status and credentials

- If you are a licensed or certified health care professional in the US, we require that:
  - You are in good standing in your profession.
  - Your credentials are current.
  - Prior to the trip, you must provide us with a copy of your professional license.

### C. Agreement not to bring legal action against GMRP

- You agree that you are participating at your own risk.
- You and your family agree not to bring suit, and hold harmless, all individuals involved with GMRP and Rotary for any and all potential consequences of participation, including, but not limited to, lost wages, illness, injury or death.

### D. Agreement to follow rules and laws

- We have been invited into the community of Oliveros to do our work. We are colleagues and guests of the community. As such,
  - You agree to follow acceptable rules of conduct as well as the laws of both the U.S. and Guatemala while involved in our mission.
  - If your behavior is unacceptable, you may be asked by the GMRP team leaders to leave the mission group and the community immediately, at your own expense (but with our help to arrange travel, etc. if you need it).

### E. Passport

- You will need a valid passport to travel internationally. It can take considerable lengths of time to finally receive it, so we recommend that you apply as early as possible.
- The passport must be valid for at least 6 months after the date you will be returning to the U.S.
- No visa is required.
- We will need a legible copy of the two inside front pages of your passport.

### F. Photographs

- You authorize GMRP to utilize photographs taken of you during the mission on various media (i.e., website, presentations, Facebook, etc).

## **INFORMATION YOU NEED TO KNOW**

### **A. Travel insurance**

- Travel insurance is required. Details will be forwarded to you via email.

### **B. Participation at your own risk**

- There are some potential risks you will accept by journeying to a developing country like Guatemala. These include the following (this list is not meant to be all-inclusive):
  - Contagious health risks
  - Risks of exposure to the tropical environment (sunburn, insect bites, other)
  - Risks of accidents
  - Risks of violence
- By signing the Volunteer Agreement, you indicate that you have considered these factors and have agreed to participate as a team member at your own risk.
- You assume responsibility for your own illness or injury sustained on the trip.
- Furthermore, you assume all responsibility for any damage to, or loss of, your personal property that you bring with you on the trip.

### **C. Health and medical precautions**

- Some travel medicine advice will be available to you through GMRP prior to and during the trip.
- You are responsible for the costs of any vaccines that are required. A list will be provided.
- If you have any pre-existing medical conditions, you should consult your own physician prior to participating in a mission trip to see if any special precautions for travel are required.
- Bring all of your own medications. You should put them in your carry-on. We cannot provide your routine medications and you cannot buy them there.

### **D. Information about your health**

- You will provide us with a sealed envelope containing important medical information/conditions and prescriptions you are currently taking. This will not be opened unless you are in need of emergency medical help during the mission.
- Of course, there will be medical expertise and materials on the trip. Should you become ill, you can expect the very best medical attention we can provide under the circumstances that exist in Guatemala and within our medical clinic.

### **E. Volunteer participation costs**

- Your participation is as a volunteer. GMRP is not responsible for any costs you incur during the trip and you are responsible for all of your own funding.
- Each member pays an upfront fee of \$500. This fee covers food, accommodations, safe drinking water, round-trip transportation from Guatemala City (GUA) to Oliveros, security and tips at the ranch and other miscellaneous expenses. A check payable to Thiensville Mequon Rotary Foundation needs to accompany the completed Volunteer Application.
- Team members are responsible for the costs associated with airfare, bus transport from their port city to Guatemala City, as well as travel insurance costs. The cost of all optional travel and expenses for an extension in Antigua will also be at the expense of those participants. It is expected that airfare to Guatemala City will cost between \$400-600. Immunizations are needed for travel to Guatemala. The average cost for these range from \$100-200. Any alcoholic beverages are not included in the mission fees.
- Mission supplies are transported as checked baggage assigned to each participant. We encourage team members to carry-on their personal items. If participants choose to check their personal items, they will be responsible for any baggage fee.

- You will book and purchase your own airline ticket after the flight itinerary is determined by the co-leaders. If you choose to travel on a different flight than the main group, you will be responsible for your own ground transportation from GUA to Oliveros. We encourage you to discuss this with us prior to making airline arrangements other than the pre-determined flights.
- A copy of this Volunteer Application and your cancelled check can be used as the basis for a charitable tax deduction. Your airfare and other travel expenses should also qualify as tax deductible.

#### **F. Mission conditions and expectations**

- The workdays usually consist of 8-9 hour days with a break for lunch. It is typically very hot during the daytime hours (90-95°F). We have a team wrap-up meeting each evening.
- Team members stay in a secure area with clean sleeping accommodations and are provided good food. Be prepared to share sleeping quarters with a number of other individuals. Because of the nature of the rural area, please be aware that you may expect to encounter insects and other pests indigenous to the area. Notwithstanding this, our ranch facilities far exceed those typically encountered by medical mission workers.
- All team members need to participate in transporting supplies and equipment, unpacking, cleaning the facility and setting up the clinic and also work to take down the clinic, pack, inventory and load the equipment for storage at the end. Though your experience may lie in one particular area, you may be asked to work in an unfamiliar area where the need may be greater. Nurses may work in the pharmacy; interpreters may double as dental helpers and so on. To have the best experience, it's important to be in good health and come with a flexible attitude. Those who have gone before you have generally had excellent experiences. We have a limited number of spots open for each type of position.

#### **G. Cancellation policy**

- GMRP reserves the right to reject any individual's application at any time prior to the departure of the trip should the planning team determine that your participation in the mission might be detrimental to yourself or to the mission.
- Since the unexpected may happen, cancellation of the mission, and thus the trip, may be necessary and unavoidable. In that event:
  - You will be notified as soon as possible.
  - All reasonable efforts will be made to recover and return any money you have paid towards trip and mission expenses. Alternatively, you may choose to donate your refund from the mission as a charitable contribution to GMRP.