

Kaniki Short-term (1-12 Months) Volunteers

We love volunteers!

Volunteers add life to our organisation and continually provide fresh eyes on how we are doing things – we are fully dependent on people like you, who decide to take time out of normal life to help transform the lives of people here in Zambia!

If you are 18 years or older and want to volunteer at Kaniki for just one month or even up to a whole year, our short-term programme is for you. If you feel that you are being called here for more than one year and want to commit for a much longer period, please contact us for more information.

Short term volunteers may be involved in the following areas;

- Workshop – carpentry, mechanics, plumbing, electrical maintenance
- Building / Renovation projects
- General Maintenance
- Administration and Accounts
- Marketing and IT support
- Hosting – visitors, teams and conferences
- Teaching
- Farming at Baluba Valley Farm
- Arise – youth clubs, home visits
- Kapumpe Christian Primary School
- Work with local churches
- Children's Ministry

If one or more of these areas are of interest/you feel you have skills to offer, please refer to them in your application.

Price

Volunteers cover all costs for their stay, including accommodation, food, transport, flights, travel insurance and injections.

- **Service fee: \$70**
- **Accommodation**
 - Volunteers 1-6 months: **single \$130, couple \$240**
 - Volunteers 7-12 months: **single \$100, couple \$180**

Service fee and payment for the first month must be done in cash upon arrival.

Volunteers will be accommodated in their own room with shared bathroom and kitchen. For married couples we have small apartment with private bathroom and kitchen.

Volunteers provide and cook their own meals. Once a week volunteers organise an evening of fellowship, where they share a meal together and spend time in prayer, worship and/or bible study. Volunteers are also welcome to arrange with the college kitchen to buy some of their evening meals and eat with the college students.

Travel Preparations

Volunteers are responsible for their own travel arrangements including flights, travel insurance and injections.

Flights

Volunteers need to book their own flights. This is the best way for you to find cheap flights. The earlier you commit and book your flight, the cheaper.

We suggest you fly KLM/Kenya Airways via Nairobi to Ndola or Ethiopian Airways via Addis Abbaba to Ndola. If you are arriving in Lusaka you need to go by bus or domestic flight to Ndola, since we don't provide transportation to/from Lusaka. Once booked, please send us a copy of your ticket, and we will pick you at the airport in Ndola upon arrival.

DO NOT BOOK your flight before we have approved your application.

Travel Insurance

Volunteers MUST have a travel insurance to cover their full stay with us.

Medical Preparations

We recommend you consult your local health practitioner about your general health before traveling. You will also need to talk to your health practitioner about injections, but Hepatitis A+B and Meningitis (ACWY) vaccinations are the only ones we specifically recommend. For malaria we suggest that you only buy enough malaria medicine for a week before arrival since it's much cheaper to buy malaria medicine in Zambia. Deltaprim is recommended by farmaceut here, doxycycline is also on the market. If you want Malarone as your malaria medicine you need to buy it at home.

Visa

Volunteers do not have to apply for visa before arrival. They must request for a BUSINESS visa at the port of entry. Within the first 30 days volunteers must apply for a temporary employment permit (3 months) or an employment permit (2 years). Volunteers pay for their own permit.

Please visit the website for Zambian Immigration (http://www.zambiaimmigration.gov.zm/index.php?option=com_content&view=article&id=49&Itemid=56) for updated application procedure, forms and prices.

Money

In Ndola you will have easy access to ATM to withdraw money. If you are bringing US dollar to the country (you will need dollars for your visa at port of entry) be aware that they have to be printet in 2006 or later. Banks and bureaus do not accept older dollar notes. Also, you get a better exchange rate with large dollar notes (50 and 100).

Application Procedure

All volunteers must fill in the application form. After receiving your application you'll need to go for an interview in Denmark, the UK or online.

All volunteers must begin the Application Procedure at least one month before coming to Kaniki!

1. Read our Volunteer Handbook and agree to our Code of Conduct.
2. Fill in the online Application Form.
3. Send a pastoral references by email.
4. After receiving your application and recommendations you'll need to go for an interview in Denmark, the UK or online.
5. We will work with you on a personalised job description and a basic weekly program.
6. If you are happy with the arrangements, and final approval has been given, you can prepare to travel.
7. Send us a current Police Check (CRB). Note: it does not have to be specifically to Kaniki.

The reason for having volunteers at Kaniki

Kaniki has always had the Bible College as its main focus and so all the activities done here are geared up to support the running of the college. All the staff are greatly involved with the work of the mission, and some even have additional commitments outside the mission as well. Volunteers come to Kaniki to help through their various professions and skills to achieve a smooth and well-functioning community through which the vision of Kaniki Bible College can be fulfilled.

The Vision of Kaniki

- Raising prophetic leaders of integrity and relevance.
- To encourage and cultivate the prophetic and the supernatural in the life of every student, enabling them to become men and women trained to receive and deliver God's relevant word.

- To challenge each student through teaching, impartation and character formation to become effective in influencing society with kingdom principles and Christ-like life in whatever capacity they minister, be it secular or clerical.

You may be working together with the teaching staff, workers, students and/or fellow volunteers. We want you to know that you are a highly valued part of the team and that your work is necessary, appreciated and an important part of the overall mission function of Kaniki.

As a volunteer we expect you to:

- come with an open mind and be willing to adjust to the culture and situation
- do your very best at the tasks given and be willing to be flexible when necessary.
- take initiative and look beyond what is planned for you and identify areas that can be further developed.
- demonstrate good character towards everyone and set an example in both word and deed.
- live by the guidelines and expectations described in this booklet.

As a volunteer we offer you:

- an exciting and challenging workplace which is constantly progressing. We want you to thrive and develop during your stay.
- an opportunity to experience the Zambian culture whilst working closely with local people and learning about daily life and values.
- the opportunity for discipleship where you, together with others, can be challenged and sharpened in your spiritual life; whether you've been a Christian for many years or are just starting out.
- fellowship with other volunteers and staff, from sharing meals to going on weekend excursions or holidays together.

However, we do *not* offer

... new African experiences every day. As a volunteer your primary task is to help at Kaniki and as such you are likely to have an ordinary working week. In your spare time, especially at weekends, there are opportunities to have experiences away from Kaniki, but we do not run a tourist bureau, and those experiences will therefore also depend on initiative from you and the people around you.

Code of Conduct

Working relations

It is requested that courtesy and good manners be upheld in relationships with both staff and workers alike, showing a helpful and co-operative spirit, and a willingness to do whatever is asked in a spirit of love and servant hood.

We also aim to exchange skills, knowledge and experience, and therefore we all see ourselves as being part of a learning process. The workers are given certain responsibilities and, while not all of them are highly trained, some of them have more than 20 years experience. When working together, rather than rush in with your own ideas and solutions it is better to openly listen to their suggestions as they may think of something different to what you had in mind. It is always preferable to teach, not with orders, but with suggestions. If you want to be sure they've understood what you have said, simply ask them to repeat it back to you. If you can see that a fellow-worker is wrong, talk to him/her face to face and without humiliating them. Most Zambians would find it very embarrassing to be corrected in front of others, especially their colleagues. Hierarchy still exists and a 'boss' is even more 'boss' here than in Europe.

Working hours

Work is generally 40 hours per week, although this may vary depending on where you are working. The hours are flexible. Usually work starts between 7.00 and 8.00hrs. and finishes at 16.00 or 17.00hrs. It is impossible to stick to a definite working schedule when doing mission work in a developing country.

Spiritual Development

As a college we will also do our best to encourage you in your walk with God, creating many opportunities for discipleship, personal devotions and group bible study and worship times. Events at the college include things like Monday evening prayer meetings and a Sunday class service each month. For some of the conferences held at Kaniki you might also be welcome (usually it is not our own mission organising the conferences, therefore please ask before attending). These are good ways of integrating into the Zambian culture and also to broadening your own spiritual horizons. Opportunity may also be given for volunteers to visit local

churches with the students when they go for ministry. We always need to be ready to give a short greeting/ testimony.

As you would expect from a Bible college we are all committed Christians and welcome those who also are seeking to serve in God's Kingdom. In coming to our college you will be blessed by a strong leadership team and much investment into you as an individual.

Lifestyle

It is essential to show patience – even when you don't feel like it! Don't lose your temper and be careful of your language. Never use strong words like 'stupid' or 'idiot' even if you intend it in humour. Such words sound very strong to a Zambian's ear. You have to learn to show long-suffering patience and bear it all with a smile.

Show appreciation! Greet others even when you are just passing. Show respect to others and humble yourself. Do it in your body language as well as in your mind! Be open to advice from people who have lived in a mission environment for a long time and don't be afraid to ask questions.

It would be helpful if any constructive criticism could be voiced with the leadership in a positive manner during your stay rather than at the end, so that issues can be dealt with and you can benefit from any changes you suggest.

Cultural differences

There are many differences between Western and Zambian cultures – more than can and will be covered here. It is therefore important that you are willing and ready to submit in those areas where offence can be caused. If you do "wrong" (according to their culture) the Zambians will probably not tell you, as they are so polite.

Relationship between sexes

In general Zambians do not show affection in public and are offended by public demonstrations of it. Single people of the opposite sex should never be seen together alone and never, ever, in each other's rooms. It is best to be in groups.

As a volunteer you are NOT allowed to enter into any relationship with the locals nor your fellow volunteers/ staff/workers. You are here with a totally different objective!

Monies

Be discrete with your money and how you talk about it. Many Zambians will always tend to think that your money is endless. Usually we'll advise that you don't lend money to others; for several reasons: some of them will never be able to pay you back, then you will be frustrated as well as leaving people in debt. If you want to help in a special need (and most of your fellow workers will have such a special need), seek advice from the office and consider giving some money instead of lending if you are prepared to help. It is okay to say 'no', but don't promise anything – not even a 'maybe'. Be very careful in how and to whom you entrust funds/money. Only a few are able to handle money in the way you expect them to. Again, seek advice from the office. You should never borrow from any of the Zambians.

Alcohol and smoking

It is offensive to the Zambian Church to drink alcohol and smoke. It is therefore requested that any member of staff/volunteers abstain from the use of alcohol – including beer – and tobacco. To some degree, if used with sincere discretions, in fellowships where Zambians are not present and not in public places, alcohol in limited amounts can be allowed.

Dresscode

We don't have a strict dresscode; dress decently and follow a few guidelines. Women are to wear knee-long (or longer) shorts/skirts, and are allowed to wear tanktops. Zambians dress very nicely for church and special occasions, men are wearing long trousers and women longer skirts. Swimwear are only allowed in the pool area.

Have fun!

To live and work at Kaniki is meant to be fun! We are not surrounded by a lot of entertainment opportunities but we are good at providing our own entertainment and have a lot of fun together. There are many opportunities to have exciting and challenging experiences. If you are here for a longer stay, opportunities may occur

to go on bush camps in different parts of the country, some places combined with safari experiences or other wild life activities.

We hope that you enjoy your stay with us and build firm and lasting friendships that will continue to be of value long into the future. If you have any questions please don't hesitate to contact us.

May God bless you!