**Kumi Community Foundation – Information for volunteers**

**How to apply to join a visiting team**

Visiting teams are led by a Team Leader (one of the Trustees or an experienced supporter). We welcome applications from individuals with an interest in and willingness to support our work, particularly those relevant skills and experience. The duration of a visit can be from two to four weeks.

To be considered as a volunteer for a visiting team, please email the Secretary on [kumicomfound@yahoo.com](mailto:kumicomfound@yahoo.com) attaching a brief CV, giving your qualifications and experience and the names of two referees.

This information enables the Team Leader to assess your suitability for a team. If you are accepted as a potential volunteer, we will let you know and add you to our volunteer mailing list. We will then contact you when a visit is being planned that would be appropriate for you to join.

**Requirements of team members**

Finance – donations and fundraising

Taking a visiting team abroad is costly, in terms of travel, subsistence and accommodation. It is therefore anticipated that team members will make a donation to or raise funds for Kumi Community Foundation. We make full use of Gift Aid, which increases the value of the donation by 25% (UK taxpayers only, details available from the Secretary).

Resources such as leaflets and posters (and, in some areas, speakers for events) can be provided on application to the Secretary.

Donation or fundraising of at least £1,000 per team member is recommended.

Immunisations

Team members are responsible for researching and obtaining appropriate immunisations prior to travel.

Insurance

Team members are responsible for providing their own travel insurance. The charity does not carry professional indemnity insurance.

Personal data

Team members will be required to provide a copy of the information page of their passport for the purposes of booking flights. Kumi Community Foundation UK undertakes to keep all personal data secure.

Safeguarding

Team members will be provided with and required to abide by the Safeguarding Policy and Procedures of Kumi Community Foundation. This includes the requirement to obtain a DBS clearance (UK volunteers) or a “Certificate of Good Conduct” (overseas volunteers). See the Safeguarding Policy and Procedures for more details.

Visas

Guidance will be given to team members on how and when to apply for the appropriate visa, the cost of which will be borne by the team member.

Volunteering in Uganda

Any team member that requires guidance on working within a visiting team in Uganda should contact the Secretary, who will put the volunteer in touch with another volunteer with relevant experience. Information is also available on the website: <https://www.kumicommunityfoundation.co.uk/>