

## APPLICATION PROCESS FOR A VOLUNTARY SERVICE WITH ICHANGE

1.

### **Obtain information**

Inform yourself on our homepage ([www.Zambia.iChange.ch](http://www.Zambia.iChange.ch)) in order to get a picture of what iChange offers and what you can expect. In the section „Get Involved“, you can find the recent application form and further information. The various voluntary reports might give you a better idea, how a project of yours could look like.

2.

### **Written application**

Send us the filled out application form ([zambia@iChange.ch](mailto:zambia@iChange.ch)).

3.

### **Personal Interview**

We want to ensure that a voluntary service will be a good experience for all involved parties. That is why we want to invite you to a personal interview with some of our team members. Getting to know each other is important to us. Thereby we can also share more detailed information on a possible visit and give you a better idea of possible projects and activities. Furthermore we want to see if your personality and motivation fit to our expectations and vision. This will also be your chance to get your questions answered by us.  
(The interviews can also be conducted by phone or Skype, if distances are too big.)

4.

### **Acceptation or rejection**

After the interview our team will sit together and review your application and interview. Thereafter you will get a written confirmation or rejection. In the case of an acceptance, we will also send you the voluntary agreement that you will have to sign.

5.

### **Final decision**

Your decision to take part in a project with iChange is final, as soon as you send us the signed voluntary agreement.

6.

### **Preparations**

Now you can start with your preparations, such as booking your flight or making sure you fulfill all necessary medical requirements. iChange will support you as much as possible and be available for any questions you might have.



This process might take some time, as we want to get to know you well and also make sure that you are prepared accordingly. An early application is important as the whole process might take up to two months.