



DE LA SALLE BROTHERS  
DELASALLEBROTHERS.COM

# 'TEST DRIVE' THE BROTHERS' LIFE

## Application Form: 2010 PNG Challenge Program

<b>Location:</b>	<b>Date:</b>	<b>Applications close:</b>
Papua New Guinea	28 November – 8 December 2010	24 September 2010

Please complete form in FULL and write clearly

### PERSONAL DETAILS:

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone (Home): \_\_\_\_\_ (Mobile): \_\_\_\_\_

Email \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Religion \_\_\_\_\_

Parish (name and location) \_\_\_\_\_

Do have a current driver's license? Yes  No  License Number: \_\_\_\_\_

Have you ever been married? Yes  No

If yes, please provide details \_\_\_\_\_

Do you have any children? Yes  No  If yes, what ages? \_\_\_\_\_

Have you ever lived or travelled abroad? Yes  No

If yes, please describe \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please tell us about your hobbies, interests, etc \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

On a scale of 1(low) to 10 (high) circle the number that best represents your personality:

Shows initiative	1	2	3	4	5	6	7	8	9	10
Sense of humour	1	2	3	4	5	6	7	8	9	10
Maturity	1	2	3	4	5	6	7	8	9	10
Team worker	1	2	3	4	5	6	7	8	9	10

Please describe your professional skills, employment experience, etc \_\_\_\_\_

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Please describe your educational background, including any certificates, etc \_\_\_\_\_

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Please indicate your relevant skills and interests

Eg. Working with children/youth, Computers, Teaching, ICT, Music, Sports Travel, Manual work

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## **EXPECTATIONS FOR THE CHALLENGE PROGRAM**

How did you hear about the Challenge Program? (Please specify)

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Why do you wish to participate in a Challenge Program? \_\_\_\_\_

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What are your expectations of the Program? \_\_\_\_\_

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Are there any particular aspects of the Brothers' life that you are interested in learning about?

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Do you have any special dietary requirements? \_\_\_\_\_

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Email \_\_\_\_\_

Relationship to you: \_\_\_\_\_

2.

Name \_\_\_\_\_

Phone home \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

Relationship to you: \_\_\_\_\_

## **APPLICATION DECLARATION**

I certify that all information on this application form is correct and true to the best of my knowledge.

I have read, understood and agree to the **Terms and Conditions** of the Challenge Program.

I am prepared to undergo a "Working with Children Check".

I agree to contribute my services as a volunteer and therefore am not entitled to remuneration.

I consent to the collection and use of this information by the Trustees of the De La Salle Brothers, District of Australia, New Zealand and Papua for the purpose of processing this application.

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

## **PERSONAL INFORMATION**

Trustees of the De La Salle Brothers is a body corporate under the Roman Catholic Church Communities Lands Act 1942 (NSW). We are an organization which is required to comply with the Commonwealth Privacy Act. Your personal information will be treated confidentially. (For further information see attached Commonwealth Privacy Amendment - Standard Collection Notice)

If you would like to receive regular news and information about the De La Salle Brothers, please tick this box

## **SEND YOUR COMPLETE APPLICATION TO:**

Challenge Program  
C/- Br Mark McKeon  
De La Salle Brothers Provincial Office  
PO Box 3485 Bankstown Square NSW 2200

After review of the application, you will be contacted regarding status. If your application is accepted you receive details of placement and accommodation.

# Challenge Program: Terms and Conditions

## 1. Program Registration

To register for a program you must submit a completed application form to the De La Salle Brothers before the program closing date.

Further to your written application, you will be contacted by a Brother. Your acceptance to the program will be based on the written application and discussion with two (2) referees.

The Trustees of the De La Salle Brothers reserves the right to not proceed with an application. In such cases notification will be made in writing.

Your application is accepted on the understanding that you realise the challenges involved in this kind of program may include inconvenience, discomfort and possibly illness. It is a condition of our program that you are willing to acknowledge and accept these potential challenges.

## 2. Medical

It is your responsibility to discuss the trip with your GP and to make all necessary arrangements for appropriate inoculations prior to travel.

## 3. Police Report

Prior to participating in a program you will be required to undergo a "Working with Children Check"

## 4. Accommodation

Due to the countries in which the programs are located, the standard of accommodation and hygiene will be in accordance with local standards. These facilities may sometimes be very basic.

## 5. Costs

As a volunteer, no remuneration can be paid for services.

Participants are required to pay for travel, insurance, Visa and personal expenses.

The De La Salle Brothers will meet the costs of accommodation and meals.

## 6. Insurance

Travel and medical insurance is the responsibility of the participants. The Trustees of the De La Salle Brothers are not responsible for loss of property, personal injury, illness, accident sustained by the volunteer while participating in our programs.

The Trustees of the De La Salle Brothers are not responsible for any financial obligations or liabilities the participant may incur including damages to property, or injury to others while participating on this program.

## 7. Conduct

By participating in the Challenge Program and assisting as a volunteer you agree to:

- Abide by the program conditions
- Behave in a manner consistent with the teachings and ethos of the Catholic Church
- Act in a professional and courteous manner at all times
- Be mindful of the duty of care to the recipients of the service
- Adhere to the local laws and customs of the country that you visit
- Refrain to act in any manner likely to bring the De La Salle Brothers into disrepute

Any transgressions may result in your removal from the program. The decision to take such action will be made by the De La Salle Brothers and will be confirmed to you verbally and in writing

## 8. Personal Information

Trustees of the De La Salle Brothers is a body corporate under the Roman Catholic Church Communities Lands Act 1942 (NSW). We are an organisation which is required to comply with the Commonwealth Privacy Act. Your personal information will be treated confidentially.

## **COMMONWEALTH PRIVACY AMENDMENT (PRIVATE SECTOR) ACT, 2000**

**Standard Collection Notice** -This statement is provided to you by the Trustees of the De La Salle Brothers ("the Trustees") in respect of the records held by the Provincial Office of the Trustees (the Trustees operate offices of the Provincial Office in Australia, New Zealand and Papua New Guinea) and specifically itemises the reasons for collecting information about:

- Members of the Order;
- Former members of the Order;
- Applicants for membership of the Order
- Other persons who have had occasion to supply personal information to the Provincial office (for example contractors, professional service providers and volunteers).

and the way in which the information will be used by the Trustees. It does not include records held by Schools administered by the Order (where separate policies are established or records held in relation to employees of the Trustees).

1. The Trustees collect personal information, including some sensitive information about persons within the categories of individuals who are covered by the Policy for the purpose of the Trustees performing their functions and activities (for the definitions of "personal information" and "sensitive information", please see the Privacy Policy).
2. The primary purposes for collecting this information are as follows:
  - a. In the case of Applicants for membership of the Order, assess applicants for suitability for membership;
  - b. In the case of Applicants for and members of the Order, better understand the skills, abilities, qualifications, experience, needs and requirements of such persons;
  - c. In the case of suppliers, other ministries and volunteers, establish, maintain and/or enhance relationships with these persons;
  - d. In the case of all persons who come into contact with or have dealings with the Order, comply with any necessary regulatory requirements of Government authorities (for example, protection of children, occupational health and safety, health standards, and public safety).

The Trustees may disclose personal information that is not sensitive information for various law enforcement purposes specifically authorised by the Privacy Act. This includes disclosure by the Provincial or Superiors on the basis that the information will remain confidential.

4. Under the Privacy Act an individual has the right to obtain access to any personal or sensitive information which the Trustees hold about him/her and to advise the Trustees of any perceived inaccuracy.

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**De La Salle Brothers Provincial Office District of Australia, New Zealand and Papua New Guinea**

**PO Box 3485, Bankstown Square NSW 2200**

**Ph: +61 (02) 9795 6400 Fax: +61 (02) 9795 6499**