

# Exodus Team Application Form

FOR OFFICE USE ONLY

Please complete in BLOCK CAPITALS using BLACK INK or ON YOUR COMPUTER AND PRINT IT TO SIGN

Team preference using the code and country  
E.g. CR/F/EB—Romania

Preference 1: .....  
Preference 2: .....  
Preference 3: .....

- 1) Title: .....
- 2) First Names .....  
(As on passport)
- 3) Last Name .....  
(As on passport)
- 4) Previous Surnames .....
- 5) If you have been involved with an Exodus programme before please describe what and when:  
.....
- 6) Date of Birth: .....
- 7) National Insurance No: .....
- 8) Tel No: .....
- 9) Mobile No: .....
- 10) Email Address: .....
- 11) Address: .....  
.....  
.....  
Postcode .....
- 12) Next of Kin  
Name .....  
Address: .....  
.....  
Postcode .....
- Home Tel No: (.....) .....
- Work Tel No: (.....) .....
- Mobile Tel No: (.....) .....
- 13) Which National Passport will you be travelling under?  
.....
- 14) What school/ college do you attend (if applicable)?  
..... Year Group: .....
- 15) T-shirt Size SMALL MEDIUM LARGE XL XXL
- 16) Why have you chosen your particular course (ex-plore, ex-change etc.) and project?  
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- 17) What would you hope to contribute to the team?  
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### The Community Lifestyle Agreement

Exodus asks **all team members** including leaders and co-workers to agree to **abide their ethos** which is summarised by the 'Community Lifestyle Agreement' below.

#### Whist participating in Exodus Activities\*:

- I will respect those in leadership over me and accept their authority
- I will accept the differences of others and endeavour to be make a positive contribution to the team and with whom the team has contact.
- I will refrain from consuming alcohol and illegal drugs.
- I will not attend nightclubs.
- I will adopt a modest dress code.

\*Exodus Activities include team meetings, the residential, fundraisers, social nights and the summer placement.

- 18) Are you willing to commit expectations and live by the 'Community Lifestyle Agreement' while representing the group and therefore Exodus? Yes/No

Complete this shaded section if you go to a church.

- 19) Name of Church: .....
- 20) Name of Church Leader : .....  
Address: .....  
.....  
.....  
Postcode .....
- Tel No: (.....) .....
- E-mail: .....
- 21) If you are involved in your church please describe your involvement:  
.....  
.....  
.....  
.....  
.....

We will inform your church leader of your involvement with Exodus and invite them to corporate events.

# Exodus Team Application Form continued

22) Name of Doctor: .....

Health Centre: .....

Address: .....

.....

.....

Postcode .....

Tel No: (.....).....

23) Please describe any allergies/ illnesses/ ailments/dietary requirements or allergies you suffer from.

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(See Important Information 19 & 20)

24) Please describe any medication you are taking.

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25) In the past two months have you been in contact with or suffered from anything that may be or become contagious or infectious? Yes/No

If yes, please describe.

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.....

.....

26) Have you previously broken any bones? Yes/No

If yes, please describe below.

.....

.....

.....

27) Please give two referees who are 21+ from whom we will obtain a reference  
 (NOT a member of your family or full-time Exodus Staff). Ideally one should be someone who knows of any experience you have of working with children/young people. (Please notify your referees that Exodus will store their personal details)

REFEREE1 Name: .....

How do you know them?.....

Address: .....

.....

.....

Postcode .....

Email: .....

Home Tel No: (.....).....

REFEREE 2 Name:.....

How do you know them?.....

Address: .....

.....

.....

Postcode .....

Email: .....

Home Tel No: (.....).....

If over 18 complete this shaded section yourself. If the applicant is under 18 then a parent or guardian should complete the section.

- 27) Has the applicant ever been convicted of a criminal offence? Yes/No
- 28) Is the applicant at present the subject of criminal charges? Yes/No
- 29) Is there any reason that the applicant would be unsuitable to work with children? Yes/No

I hereby give permission for the named applicant on this form to attend & take part in the activities described in the Exodus team brochure and website. I accept that these can be added to by the giving of my permission whether in writing or verbally.

**PLEASE NOW PRINT THE FORM AND SIGN - (Ensuring you *have read & are comfortable with all points of the Important Information (page 3).***

30) Signature of parent guardian (If applicant under 18)

.....

Date .....

31) Signature of Applicant

.....

Date .....

**Please return to:**

**EXODUS Admin Team**  
 36 Long Commons  
 Coleraine  
 BT52 1LH

# Important Information for Applicants

## Please read the following section carefully before filling in the application form:

- 1)
  - a. **Leadership application forms should be returned within 2 weeks and where possible by the 27th November 2009.**
  - b. Application forms must be completed by the applicant before being accepted for a team.
  - c. Team Member Application forms should be returned to the office by the **28th Jan 2010**. Applicants submitting application forms after the 2nd February may experience availability problems. Applications to teams will be closed at the discretion of the Exodus Leadership.
  - d. Interviews for applicants, where necessary, will be on the week beginning 30th Jan 2010.
- 2) Exodus does not follow a first come first served policy. A completed application form does not guarantee a place on your first team of preference. However, we will endeavour to place people in an appropriate team.
- 3)
  - a. Leaders and Co-workers must be 18+ at the start of the team life. This means that they were born on or before 31st January 1992.
  - b. Applicants to teams using the ex-plore and ex-change courses must be 4th year +, (year 11).
  - c. Applicants to teams using the ex-press course must be Lower 6th +, or have been born on or before 30th June 1993.
  - d. Applicants to teams using the ex-tend course must be Upper 6th +, or have been born on or before 30th June 1992.
- 4) New leaders, or anyone Exodus deem necessary, will be requested to attend an informal interview.
- 5) If you are in leadership, or it is deemed necessary, then Exodus holds the right to carry out Police checks on the applicant as per Child Protection Rules.
- 6)
  - a. If you do not hold a passport then early passport application is essential.
  - b. Current passport holders must ensure that the date of expiry is 6 months beyond the date of return travel.
  - c. If a team member's passport does not comply with points 6a and 6b as appropriate and consequently cannot travel, the signatory on the application form will be responsible for the financial difference between whatever expenses have been incurred on the applicants behalf and what has been paid in Personal Contributions. No refund on Personal Contributions paid will be given.
- 7) Passports, requiring visas, may be collected as early as March of the year of travel. Passports that are required for other trips during the visa application period will be processed on a case-by-case basis. You may need to get a temporary Passport for other trips.
- 8) Any photography taken during team activities at home or the Placement which may include the applicant, is the property of Exodus Trust and may be used in future publicity materials by Exodus Trust. Personal details and photos may be used within Exodus.
- 9) Personal Contributions, on occasions, may change.
- 10) Exodus offers a Bursary to those requiring assistance with their Personal Contribution. This is not full payment but rather assistance with. Bursary Application Forms can be obtained from the team leader. Closing date for application is 30<sup>th</sup> April of the year of travel. Applicants will have to attend an interview and complete a short report after the project.
- 11)
  - a. All team member's will be required to put in significant effort in raising the appropriate funds to make the project happen. The average fundraising per person is £300 for European destinations and £400 for others.
  - b. Team member's must not use a team fundraising event to raise money towards their personal contribution.
- 12) Exodus Travel Insurance Policy covers an individual's luggage to the value of £1,000, Cash to £500, and Medical expenses to £2,500,000. The excess on this policy £100 per category per claim. We also have Public Liability cover to the value of £5,000,000 per incident. The excess on this policy is £250 per claim. A full policy document can be obtained through our Admin team in the Coleraine office. All claims, excesses and payments are made as of this policy.
- 13)
  - a. If any of the information given on the application form is found not to be correct or is incomplete, then the applicant can be asked to leave the team.
  - b. If you withdraw from a team or if 13a. happens then the signatory on the application form will be responsible for the financial difference between whatever expenses have been incurred on the applicants behalf and what has been paid in Personal Contributions. No refund of Personal Contributions will be given.
  - c. If during the Summer Placement it is the opinion of Exodus, or of another person in authority, that the applicant is behaving in such a manner as to cause danger, distress or annoyance to others or cause damage to property, or they are not following the 'Community Lifestyle Agreement', arrangements for the applicant to be sent home will be made. The cost of this will be the responsibility of the signatory on the application form. No refunds of personal contributions will be given.
  - d. While on the Summer Placement if you are required to return home, Exodus cannot guarantee a refund of Personal Contributions. You will may also be responsible for whatever additional accommodation, transfer fees, flights or similar that you incur and do not fall under the Exodus Trust insurance policy.
  - e. Exodus Trust reserves the right to cancel or change the publicised Summer Placement in any circumstances. If this happens Exodus Trust will endeavour to organise a new project. If this is not possible then full refunds on receipted Personal Contributions will be made to those who made the payments.
  - f. Occasionally the dates of the Summer Placement published in the brochure may change by up to 3 days in response to circumstances beyond the control of Exodus. Applicants are strongly advised to keep the days before and after the published dates free.
- 14) If you plan to take an expensive piece of equipment with you, e.g. a musical instrument, then this should be placed under your own house insurance. Exodus will only take out an extra policy where a musical/drama project is in place.
- 15) If you fall sick or are injured prior to departure and cannot travel then, if possible, Exodus will claim back what was paid on travel expenses from the Insurance Policy. This may not cover the full amount of your Personal Contribution. Exodus holds the right to retain the administrative fee, insurance and material costs. You will then receive what is left to the value to which you have contributed toward the team at that moment in time.
- 16) Organising and payment for vaccinations associated with the Summer Placement is the responsibility of the applicant not Exodus.
- 17) Team members must attend at least 75% of weekly team meetings. If a team member's attendance is not adequate this may result in not being part of the Summer Placement.
- 18) The applicant must understand that infrastructure in some countries in relation to travel and accommodation may be substantially lower that what you would expect in the UK and the applicant should not have unreasonable expectations of the facilities that will be provided. Exodus Trust will however be responsible to provide nutritious food, safe transport and accommodation.
- 19) If there are any changes in the medical circumstances of the applicant throughout the programme the signatory on the application form must inform Exodus as soon as possible.
- 20) In the event of illness or accident requiring emergency treatment, the team leader or co-worker will sign on behalf any written form or consent required by the hospital authorities, if the delay required to obtain the signature of the application form signatory is considered inadvisable by the doctor or surgeon concerned.
- 21) By signing the application form you agree, for yourself and on the applicants behalf, to accept the authority and decisions of those in Leadership with Exodus Trust. N. Ireland law and the exclusive jurisdiction of the N. Ireland courts govern this contract.