

**Associate Application**

(Updated: 9/10/16)

***Welcome!***

Thank you for your interest in continuing your ministry with Disciples’ Village! It is truly an opportunity that will challenge you spiritually as well as give you hands on experience working in a culture drastically different from your own. The Associate position is also a fantastic chance to develop leadership skills and serve in a capacity more challenging than that of an intern. Disciples’ Village is a ministry dedicated to advancing villages in Haiti with the light of Jesus. As you may already know, this is a ministry well worth your time, effort and sacrifice.

We are excited you are interested in leading the Disciples’ Village interns, and we encourage you to pray about your involvement in this ministry. The following packet outlines the responsibilities of Associates.

**Associate Responsibilities**. Disciples’ Village secures experienced individuals to serve as Associates as the needs of the ministry dictate. Associates must be 20 years old at time of appointment, have completed an internship with Alex’s House/Disciples’ Village and are prepared to commit a minimum of 8 weeks service. Whereas an Intern serves in a “learning capacity,” an Associate serves in a “leadership capacity.” Responsibilities of an Associate are to coordinate intern responsibilities, lead in mission group activities and ministries, lead in devotions, serve the community in various ways and assist our staff in all ways possible.

**Associate Expenses:**

1. Round trip airfare
2. Travel Insurance from Gallagher International Insurance http://www.aaintl.com/ins\_travel.cfm (approx. $23.00 per week)
3. Most other expenses of an associate are covered by The York Guesthouse and will be determined upon invitation.

***Characteristics of Potential Associate***

* **Christ­Follower**. Associates must be committed Christ followers. Associates may lead devotions with teams and should therefore be equipped spiritually.
* **Multi­tasker**. Associates must be able to carry out many projects simultaneously and must also meet the needs of mission teams. They will be pulled in many directions and must have the ability to stay focused and calm under pressure. Along with multitasking, Associates must recognize priorities in tasks and be willing to sacrifice what they want to do for what they know needs to be done.
* **Self-starter.** Associates must learn what goes on around the York House and take initiative if they see something needs to be taken care of or worked on.
* **Fluid (because flexible is too stiff!)**. This is an important quality of Associate because Haiti is full of surprises – good and bad. It is crucial that our Associates adjust quickly. Associates must also be willing to move living quarters frequently to accommodate teams.
* **Amiable/Conversational** . Associates work with mission volunteers and teams and should establish encouraging relationships within these groups. Many of our guest are first timers to Haiti, so it is important Associates make them feel as comfortable as possible.
* **Knowledgeable of Haitian culture**. It is important for Associates to be familiar with the Haitian culture and language, therefore experience in Haiti on a previous trip is required. It is beneficial for the Associate to know more than key phrases and vocabulary words, as communication with Disciples’ Village/Alex’s House/York Staff is often necessary. Associates are required to sign up for Creole lessons under the Alex’s House account at www.Haitihub.com . Sign up with our Group Code 10H13 for a discount.
* **Willingness and ability to lead others ­** The Associate works directly with our Leadership Staff and oversees all work of the Interns.

***Typical Daily Schedule***

* 6:00 a.m. Morning chores: make coffee, run generator, bring up dishes, etc.
* 7:30 a.m. Breakfast time! Interns should carry up breakfast and make sure all team members know to be at breakfast promptly.
* 8:00 a.m. Morning devotion/prayer.
* 8:30 –12p.m. Interns assist with teams at the mission site, complete assigned tasks, or work with Alex’s House children.
* 12 – 1 p.m. Lunch break.
* 1 – 4 p.m. Teams/interns continue scheduled ministry.
* 6:00 p.m. Dinner time! Interns carry up dinner and put food away in kitchen when dinner is over.
* 7:30 p.m. Evening devotions and worship. Interns run generator, clean up, sit in on devotion, lock up gate, etc.

***Associate Policies***

**No alcohol, drugs, tobacco allowed**. These substances are strictly frowned upon by the Haitian Church and therefore Interns and Associates must abstain from these items. If an intern or associate violates this rule, he or she will be dismissed from his or her position.

**Dress Code.** All interns and Associates must dress appropriately for the duration of their time with Disciples’ Village.

**MEN:**

* Sunday church – Long pants and closed toe shoes (tennis shoes acceptable)
* Ministry sites during week – Long pants (sandals must be worn)
* On construction site – Long pants
* At York House and Alex’s House – (long) shorts and pants are acceptable\*
* **WOMEN:**
* Sunday church – Long skirts with shoulders covered. Sandals are acceptable.
* Ministry sites – Long skirts / long dresses with shoulders covered. Sandals are acceptable. This includes hikes up a mountain for ministry.
* On construction site – Long pants or capris\*
* At York House and Alex’s House – (long) shorts, capris, or pants are acceptable\*
* Swimming – One-piece suits with a skirt to walk in.
* When in doubt, a skirt and shirt with shoulders covered is the best option.

\* Note – longer shorts can only be worn on our property – York House and Alex’s House

\* No gym / workout garments of any kind ­ at any time . **If you wear it to the gym, don’t bring it to Haiti!**

**Spending Money**. You will want to bring money for soft drinks, bottled water, souvenirs, field trips, beach days, extra food, etc. We have a safe you can keep your valuables in.

**Meals**. Breakfast and dinner are provided. However, as lunch is not provided, you will want to bring snack items for lunch or be prepared to purchase these in Haiti. We suggest you bring snack bars, tuna, jerky, etc.

**Personal Relationships.** All Interns and Associates must have their undivided focus on the work set before them. While we completely understand and encourage happy personal relationships, the building of romantic relationship should not take place during your ministry with Disciples’ Village. You have only a few short weeks to give your undivided devotion to your Lord, the mission teams, our kids and your fellow Haitians.

Building of romantic relationships must come before or after this service. Please also note that an Intern or Associate who is in a committed relationship should give serious thought and prayer as to whether you can be away from your significant other during your ministry service and if you can be solely focused on your ministry while doing so.

***Deadlines (For summer Associate)***

**October 15 -** All Associate applications must be turned in by this date!

**October 30 –** All Associate applicants will be notified of decision.

**Completed Application includes:**

1. Completed application, spiritual journey report (questions found on application—update if you’ve completed once before) and release forms. (Found on website)
2. Include your motivation for continuing ministry with Disciples’ Village in the Associate position, what God is doing/teaching you in life right now, and what your prior experiences in Haiti have taught you with the spiritual journey report.
3. A list of the dates you would like to serve.
4. Interview with Disciples’ Village staff member (after all application materials are  completed and returned).

*Thank for your interest in serving with Disciples’ Village! If you have any questions, please contact Bill Howard at bill@disciplesvillage.org. We hope to hear from you soon!*

**Mail all application materials to:**

**Shersty Stanton**

**2234 Bernard Circle**

**Nashville, TN 37212**