



Dear Volunteer,

Welcome to the Community & Wildlife Conservation (CWC) Volunteer Program!

As a passionate NGO committed to uplifting local communities and protecting Kenya's wildlife, we invite you to join our mission.

Founded by Sunworld Safaris in 2020, CWC focuses on providing food and education support, creating jobs for local guides, combating poaching, and promoting sustainable tourism. For more information, please visit; <https://community-wildlife.org/>

By volunteering with CWC, you will:

- ✓ Make a tangible impact on local communities and wildlife conservation efforts.
- ✓ Gain hands-on experience in community development and environmental conservation.
- ✓ Connect with like-minded individuals and build lasting relationships.
- ✓ Immerse yourself in Kenya's rich cultural and natural heritage.

We look forward to working with you as an individual who is enthusiastic, self-confident, hardworking and capable of working remotely under minimum supervision, sociable, disciplined and organized.

We hope you will enjoy your time and volunteer experience with CWC.

Yours Sincerely,

Gaby and Dave

Founders – Community and Wildlife Conservation (CWC).

## WHAT I NEED TO KNOW AS A CWC VOLUNTEER



### 1. What are the volunteer requirements?

- Be 18+ years of age
- Be Proficient in English (Knowledge of Kiswahili is an added advantage)
- Have a valid passport (valid for a minimum of 1 year from the date of departure from Kenya)
- Make sure you have all the relevant vaccinations (Yellow Fever, Hepatitis A, Polio, Typhoid, COVID)  
\*This is a Malaria zone; please refer to your GP or travel nurse for more information and come well-equipped.
- Sort out your return air ticket (or other mode of transport) to Nairobi.
- Sort out your insurance (Health/ Life/ Travel/ Flying)
- Inform us in case you have any disabilities or special needs, social/psychological or mental issues, addictions, food allergies or dependencies, or any other information you deem as important for us to know.
- You will be required to sort out your visitor visa(s) via <https://etakenya.go.ke/> Kindly email us to request for an invitation letter before your visa application process.
- Complete the Volunteer registration form and kindly share it with us on the following email before beginning your volunteership with CWC on [impact@community-wildlife.org](mailto:impact@community-wildlife.org)

### 2. How much will it cost me to volunteer?

As CWC runs on donations and sponsorships, we would appreciate your contributions of USD 450 per week for the duration you choose to volunteer with us (Max. 1 month), to be fully paid within the first two weeks of your time with us. This nominal fee is required to cover your accommodation, WiFi, meals with soft drinks, your SGR Ticket (to/fro Nairobi to Voi), transport to/fro the SGR to the lodges, and project materials to ensure we can continue our vital work while providing you with a comfortable stay.

To guarantee your spot as a volunteer, please send a deposit fee of USD 450 which will be deducted from the total fee once you start your volunteership.

Please contact us at [impact@community-wildlife.org](mailto:impact@community-wildlife.org) for detailed information on payment options. At the end of your experience with us, we would appreciate any continued support that you may want to give towards the projects and sustainability of CWC.

### 3. What is expected of me as a CWC volunteer?

We hope to see you make a lasting, positive impact towards all CWC Projects and tasks that you are part of. Remember to be respectful, disciplined, open-minded, hardworking and organized. You may need to prepare yourself emotionally and mentally as you face any cultural differences, dealing with underprivileged families, people from diverse backgrounds, different working cultures, etc.

We also look forward to any fundraising activity you come up with before/ during the period you volunteer with us.

#### 4. What are the volunteer opportunities available for me?

At CWC, we offer a variety of volunteer roles tailored to your interests and skills. Here are some exciting ways you can get involved:

Education & Bursary Program	Health Programs	Wildlife Initiatives	Environmental Initiatives
Assist in supporting school children through teaching, mentoring, skill-sharing and access to materials that enhance learning opportunities.	Participate in organizing medical camps to ensure access to essential healthcare services for communities or help distribute sanitary pads to girls in need, promoting hygiene and school attendance.	Engage in anti-poaching patrols, wildlife monitoring, and community and conservation education to protect Kenya's precious wildlife.	Participate in tree planting, waste management, and conservation education programs to promote environmental sustainability.

\*The Volunteer activities are not limited to the above and can be discussed and adapted should it be within the capacity of CWC.

#### 5. What can I do in my free time when I am not volunteering?

Volunteers are welcome to participate in various activities at the lodge, subject to the availability of personnel, the number of guests at the lodge, and the overall schedule for that period. Since availability may vary, activities will be discussed on-site to ensure that each volunteer can engage in what is possible during their stay.

#### 6. What happens when I finish my volunteer ship with CWC?

Keep in touch; feel free to come back any time you wish to.

We will also award you with a volunteer certificate and a letter (upon request).

Thank you for choosing to be part of CWC – Let's Make a Difference Together!

Are you ready to embark on this rewarding journey? Follow these steps:

- 1. Application Forms:** Complete the volunteer form and sign the Statement of Understanding and the Release of Liability, Assumption of Risk & Indemnity forms, scan and send them to [impact@community-wildlife.org](mailto:impact@community-wildlife.org) two weeks before your date of arrival.
- 2. Interview:** Participate in a virtual interview to discuss your interests, skills, weekly plan(s) and expectations before you start your volunteership with CWC.
- 3. Confirmation:** Upon acceptance, you'll receive a welcome email with all necessary information.
- 4. Orientation:** Attend a day's orientation session upon arrival for to familiarize yourself with our projects and protocols.

## VOLUNTEER APPLICATION FORM



### SECTION 1: PERSONAL DETAILS

Full Name:

Date of Birth:

Nationality:

Phone Number:

Email Address:

### SECTION 2: EMERGENCY CONTACT

Full Name:

Relationship:

Phone Number:

Email Address:

### SECTION 3: DETAILS OF VOLUNTEERSHIP

Duration of Volunteerism: 1 Month (15<sup>th</sup> June – 15<sup>th</sup> July 2025)

Please share your volunteering interests, weekly plan of action and fundraising activity/ idea(s) that you will undertake during your volunteership with us (kindly share your tailor-made weekly plan of action on email when sharing these completed forms):

## STATEMENT OF UNDERSTANDING



1. I understand that I should not carry large sums of money around nor leave my personal belongings unattended. I also understand that Community and Wildlife Conservation (CWC) will not be responsible in any way for my personal belongings in the event of such loss or theft.
2. I have familiarised myself with the CWC Emergency Contacts and will always keep a copy of these numbers with me whilst off site.
3. I understand the CWC policy on alcohol abuse and the disciplinary procedures ensuing. I know that the evening before carrying out any project work, I am required to drink responsibly. I agree not to smoke in areas that are not designated smoking zones, or in the rooms at the accommodation at any time. I understand if I am caught by CWC staff taking illegal drugs I will be sent home. If I am caught using illegal drugs by the police or partake in illegal activities, I can be sent to jail. CWC and its affiliates will not be liable for my misdemeanour or bail if these actions were not directly involved with CWC and my volunteer work.
6. I agree to not receiving visitors on site without approval. I am aware about the repercussions of casual sex, including STDs, HIV/ Aids, bed bugs, etc.
7. I understand the conservative dress code guidelines and will not take offence if staff ask me to change while on the field or conducting my volunteer work.
8. I know that whilst I am off site I must remember that I am an ambassador of CWC. I therefore need to conduct myself well throughout my time in Kenya, including the weekends. It is important that I act sensitively and respectfully towards all the people I meet.
9. I agree not to purchase products made/ obtained from any wildlife or any endangered/ protected species. I also agree to using the water sparingly, water is a precious commodity.
10. I understand that I am responsible for covering any costs incurred while booking extra activities, and/or safaris and expeditions that are not included in the CWC volunteer package.

**Disclaimer: By signing this document, I agree to having read and understood the above statement. I understand the importance and purposes of these established practices. I recognise they are for my own safety and that failure to adhere to them could place me in jeopardy. I agree to abide by the policies and procedures and understand that I will be volunteering at my own risk and that Community and Wildlife Conservation (CWC), its employees and affiliates cannot assume responsibility for any liability, accident or injury that may occur during my volunteership. I consent to my name, image(s) and work being used on the organization's social media/ other communication channels/ media releases. I confirm I have read and understood all the above and have provided all the information to the best of my knowledge.**

Full Name:  Signature:  Date:

## RELEASE OF LIABILITY, ASSUMPTION OF RISK & INDEMNITY FORM



In consideration of permitting me, (Name)  to travel in and outside of Community and Wildlife Conservation (CWC) and my volunteership operation in the state of Kenya, beginning on (date)  to (date)  for myself, my personal representatives and my next of kin.

I hereby acknowledge that all forms of travel are a potentially dangerous activity and involve the risk of serious injury and/or property damage. I understand that travel in general may involve sites that are remote, either by time, distance or both from a rescue and/or medical facility.

I hereby release, waive, discharge and agree not to sue CWC, or any of its employees, from all liability to myself, my personal representatives, heirs and next of kin, for any loss or damage, and any claim or demands therefore on account of injury to my person or pro-party or resulting in my death, and any claims or demands therefore on account of participation in travel activities (or any other CWC operation that may occur) whether caused by the negligence of the releases or otherwise.

I hereby assume full responsibility for any risk of bodily injury/death or property damage, now and forever, arising out of related travel, whether foreseen or unforeseen and whether caused by negligence of the releases or otherwise.

I hereby separately agree to indemnify and save hold harmless the releases from my loss, liability, damage or causes that may incur, now and forever, arising out of any related CWC operation, whether caused by the negligence of the releases or otherwise. I hereby acknowledge that injuries received may be compounded or increased by negligent rescue operations or procedures of the released and agree that this Waiver and Release, Assumption of Risk and Indemnity Agreement extends to all acts of negligence by releases, including negligent rescue operations and is intended to be as broad and inclusive as permitted by the laws of the Province or State in which the activities are conducted and that if any portion thereof is held invalid, it is agreed that the balance shall notwithstanding, continue in full legal force and effect.

I have read this Waiver & Release, Assumption of Risk and Indemnity Agreement, fully understand its terms, understand that I have given up substantial rights by signing it, am aware of its legal consequences, and have signed it freely and voluntarily without any inducement, assurance, or guarantee being made to me and intend my signature to be a complete and unconditional release of all liability to the greatest extent allowed by the law. I have had the opportunity to personally discuss with CWC the potential dangers incidental to my travel arrangements.

Full Name:

Witness Name:

Signature:

Signature:

Date:

Date: