Congratulations! You have been accepted to join a Friendship Force Outbound Journey to explore the world, meet with the local people, meet their family, enjoy their culture, customs and traditions, and explore their environment.

You will be richly rewarded by taking part in this experience.

To make this even more enjoyable, we have prepared some guidelines for you to follow. Please read these carefully.

Part One: Being a Great Ambassador

Friendship Force was established in 1977 by Jimmy and Rosalynn Carter and Reverend Wayne Smith with certain aims and ideals in mind.

The Friendship Force Mission is to

- ‘Promote global understanding across the barriers the separate people’

The Friendship Force has Values of

- ‘Mutual Respect – Cultural Diversity – Cultural Exploration – Service’

The Friendship Force Vision is that

- ‘Each individual will make a contribution to global goodwill using their network of clubs and individuals to overcome differences among people and nations, and by connecting the world, one friend at a time, this will create a world of friends that becomes a world of peace’.

In taking part in a Journey, you are an ambassador for FFI’s mission, values and vision.

You are also an ambassador for your club, for your own community, for your country, for your culture, and for Friendship Force International.

As such, you are expected to respect the people you meet, their culture, their customs, their traditions and their families. You are asked to tell people about the New Zealand people and our culture. By doing these things, you will be richly rewarded by the experiences you have, the friends you make, and the things you learn by just ‘being yourself, but being your best self’.
Part Two: Privileges and Responsibilities of a Great Ambassador

1. Your Coordinator is the leader of your group, and has created an overall itinerary, and in conjunction with the Host Coordinator, has agreed on a local programme that is unique to Friendship Force. You should take part in this whenever possible, and not expect a separate programme just for yourself.

2. You are asked to follow your Coordinator’s instructions, and assist and cooperate where requested.

3. You are asked to attend the pre-Journey workshop(s) if at all possible. These are meetings where you will learn the details about the Journey, what you will experience, what part you have to play, and about many other things that will make this a more memorable experience.

4. Remember at all times that you will be living in your hosts’ private homes where you will be treated as a family member. Please help when and where the occasion arises, and respect their hospitality by abiding by their customs such as removing shoes when entering the home.

5. Remember that you are not staying in a B&B situation and are asked not to criticise your hosts or your accommodation. Discuss any problems privately with your Ambassador Coordinator.

6. You should pay your own way when out and about. It is not possible to predict or prepay all expenses beforehand, and you should not expect your host to pay for things like fares, or meals, or like things that are really your expense.

7. You should take your hosts out for a ‘thank you’ meal during the visit. Time for this is normally built into the programme.

8. It is customary to present your hosts with a ‘thank you’ gift. Choose something significant that represents your country or yourself.

9. If for some reason you do not comply with the Coordinator’s requests or in some way upset your hosts, the Coordinator does have the right to place you in a hotel at your expense.

10. You are required to sign the FFI Ambassador Application and Agreement Form. Please read this carefully, and complete it accurately and completely.

11. Part of your responsibility is to read and understand the Friendship Force New Zealand’s ‘Code of Conduct’ (Part 3 of this document) and ‘Health & Mobility Policy’ (Part 4).

12. A Friendship Force Journey is a unique opportunity to learn about your hosts’ culture, customs and traditions. No other organisation in the world offers this opportunity.

13. And finally, always be yourself, but be your best self.
Part 3: FFNZ Ambassador Code of Conduct

This Code of Conduct has been drawn up to ensure that all ambassadors on Outbound Journeys run by the Friendship Force of New Zealand are aware of the expectations of the Ambassador Coordinator and of the other ambassadors on the Journey, in order to ensure everyone involved is able to relax and enjoy themselves and get the maximum benefit from their Journey experience.

1. The Ambassador Coordinator of this Journey has been chosen by Friendship Force New Zealand, and given authority by Friendship Force International to lead and conduct this Journey in the best interests of all parties concerned. Ambassadors must agree to follow the directions and instructions of the Ambassador Coordinator at all times.

2. As an ambassador, you must be aware that your actions reflect on Friendship Force International. You will be expected to conduct yourself in an exemplary manner at all times.

3. You will travel with a positive, open mind and remember that you are a guest in a foreign country and have no rights to criticise people, their religion, customs or government.

4. You will stay positive and respectful at all times, and will consider the impact on others of what you say and your reaction to situations.

5. You will at all times consider the needs of other ambassadors and your hosts, and will not put your own needs before those of others.

6. You undertake to take a full part in all the scheduled activities of the Journey unless these scheduled activities have been clearly described as optional.

7. When travelling between Journeys you agree that you will follow the instructions and directions of the Ambassador Coordinator and will not deviate from what has been arranged without the clear consent of the Ambassador Coordinator.

Be yourself, but be your BEST self!
Part Four: FFNZ Health and Mobility Policy.

To Ambassador Applicant for Journey No ..........................

- It is essential that all ambassadors participating in this Journey are mobile enough to take part without relying on the help of others in the group.
- Good mobility is essential so all ambassadors can fully benefit from the programme planned as alternative programmes will not be available.
- During the Journey, there may be some walking, some climbing, some stairs, some luggage carrying, and other activities that require physical effort on the part of the ambassador. It is not the responsibility of others in the group to have to help with these activities by having to wait behind and so missing out, or by having to carry the ambassador’s luggage.
- Many hosts’ homes have stairs, and they are not expected to make special provisions such as helping with luggage or assisting the ambassadors themselves.
- Good health is also essential. If you have an ailment that may cause discomfort or difficulty during the Journey, please give consideration as to whether this may adversely affect other ambassadors.
- Under FFI Policies and Guidelines for Clubs and Programs, if the host club finds that you are unable to cope with the Journey with regard to either the homestay or the activities, they are entitled to place you in a local hotel at your expense for the remainder of the visit.

Please consider the above, and sign this document when applying for this journey.

I have read the above regarding mobility and accept the conditions stated.

Name .................................................................................................................................

Signature ......................................................................................................................... Date ..........................