



Catholic Volunteers  
Overseas

Level 1, Catholic Centre  
22-30 Hill Street, Thorndon  
Wellington 6144  
PO Box 12-193, Wellington 6144

## VOLUNTEER ASSISTANCE REQUEST

### Partner Organisation Details

<b>Organisation Name</b>	Divine Word University
<b>Principal Contact</b>	Prof Jerzy Kuzma
<b>Contact Details</b>	Postal: Divine Word University (main Campus) Madang 511, Nabasa Rd Papua New Guinea  Telephone: Mobile: +675 70057603 Email: jkuzma@dwu.ac.pg

### Request

<b>Assignment Description</b>	<i>To teach pathology unit to medical students (MBBS program), To develop teaching materials and impart teaching skills and expert knowledge on the subject into local staff. In this way the teaching of this important unit will be stabilized. We insist on vertical integration of pathology unit with clinical disciplines. Prepare and conduct assessment tasks. Contribute to the development of our pathology lab.</i>
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<b>Timeframe</b>	Preferred start date: 01.06 (June), 2019 Preferred end date: 30 <sup>th</sup> of November 2019 Duration of placement: 6 months

### Volunteer Expertise Required

What <b>qualifications</b> should the volunteer have?	Specialization in pathology (minimum master)
What <b>experience</b> should the volunteer have?	Preferred with some teaching experience best in the academic environment.



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Does the volunteer need an understanding of the local culture prior to placement?	Deep understanding of culture not required
What language would the volunteer be using?	English
What other skills would be useful?	Team work

### Partnership Structure

What organisation or institution will the volunteer be working with?	The Department of Medicine in the Faculty of Medicine and Health Sciences, at Divine Word University
Who will the volunteer be working with?	All the international team from the Department of Medicine (7PNG, 2 Indian, 1 French, 1 Duch, 1 Polish)
How is the volunteer assisting with building local capacity (training local people, improving skills etc.)?	Will train local staff to take over teaching the unit, share teaching experience and skills with local staff, review the program of the unit
Have local people been consulted in the formation of this assignment?	Yes, both the department staff and HR are working for 3 years to fill the position. Last year we had a volunteer from PUMS Medical School
What assessment of the social impacts (including <b>gender</b> ) have been made?	DWU has a policy to promote women education



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What assessment of the <b>environmental</b> impact have been made?	Not relevant
What is the expected cost of this assignment?	<i>DWU will provide salaries at local rate, safe house on the main campus. Possibly expect to supplement local salary, ticket and insurance</i>
What other resources are required?	<i>If any, please state.</i>
<b>Approval</b> from the Diocesan Bishop is <b>required</b> .	<i>Please attach evidence (e.g. Bishop's signature or a letter). While the DWU is collaborating closely with bishops and the catholic church it is independent body and formally do not seek the bishop approval. If CVO requires that approval we can obtain the letter from the bishop.</i>

## Volunteer Contract Terms

<b>Wage Payment</b> What is the remuneration being offered? Is there a local salary or wage attached to the position?	With master level ~ 80,000PGK With PHD level ~ 100,00PGK
<b>Accommodation</b> Please describe: <ul style="list-style-type: none"> <li>Type of dwelling</li> <li>Shared or independent?</li> <li>Availability of electricity</li> <li>Running water and toilet facilities</li> <li>Fridge/cooking facilities</li> <li>Access to shops/markets/supplies</li> </ul>	Independent flat, electricity available (DWU generators switch on automatically), running cold and hot water, toilet, shower, fridge, cooking facilities Large shop on the campus Organized access to market
<b>Food</b> Will meals be provided? (Please give details –which meals, and with who?)	There is staff mess providing three meals per day and Caffey
<b>Transport</b> Is there a vehicle/transport available for independent use? Please describe.	No, there are university vehicles that can transport if needed
<b>Health Care</b> What access is there to medical/health services?	Medical clinic and lab on the DWU campus, Provincial Hospital with private ward, 700m from the university with new OT and specialists within the core medical specialties



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Signed 

Date 14.05.2019

Thank you for your request. You will be contacted immediately upon receipt of this request, and if accepted, we will endeavour to fulfil it as soon as possible.

Kind Regards,

Catharina Vossen  
Catholic Volunteers Overseas  
**Caritas Aotearoa New Zealand**

