



Host Home Information Pack • 2018-2019

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**Welcome**

For those families considering serving as hosts:

I want to begin by saying “thank you” for opening your home to a Pais Project apprentice this year. You are greatly appreciated! Having host families is essential for Pais to work effectively.

Hosting an apprentice can be a blessing for all involved. The aim of the next few pages is to provide you with information that will help make this year a pleasant and successful experience for both you and your apprentice.

Should you have any further questions or comments about hosting an apprentice, please contact our host liaison.

Thank you for taking the time to read this.

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# Hosting

## Hosting

As a host family, you are asked to provide the apprentice with a bed and some personal space, preferably a separate bedroom where they can have quiet/private time and down time and food for three meals a day. It also makes a much more enjoyable experience for the family and the apprentice if the apprentice is incorporated into the family's life.

In your household, you have probably become accustomed to each other's habits. We are aware that introducing an apprentice into this environment will require some adjustment by all involved, so we have asked our apprentices to fill out a brief survey. This identifies their likes and dislikes such as food and entertainment. Any medical needs, allergies or reactions to medications, or other personal needs will be listed on this form. All necessary insurance information will be included as well as personal phone numbers for contact in case of emergency.

You, as hosts, will also fill out a survey covering any personal information you would like to record for your apprentice's benefit. Where possible, every effort will be made to appropriately match families and apprentices based on personalities, likes, dislikes, allergies, etc.

Once an apprentice has been connected to your family, we recommend that you take an hour or so just to sit and talk with your apprentice about these surveys. Getting to know your apprentice from the beginning and setting out expectations at this point will take care of many potential problems before they occur.

# Dates and holidays

## **Dates and Holidays**

The Pais year runs from September to June. All Pais apprentices have a two week vacation over Christmas from 23<sup>th</sup> Dec until 5<sup>rd</sup> Jan, when they have an opportunity to return home. Some apprentices may choose to remain in their host home for this time, or may not be able to return home, due to other circumstances. Should this cause you complications, please talk to your host liaison as far in advance as possible.

During the course of the year, it is possible that you too will want to go on vacation. This may be a family occasion such as Thanksgiving or Christmas. If you decide not to take your apprentice with you, or stay at your house while you are away, please contact the host liaison. They will need adequate time to find the Pais apprentice a temporary residence, so please advise them at least four weeks in advance where possible.

In the same way, we encourage our apprentices to make arrangements for family or guest visitors at least three weeks in advance. The apprentice is expected to make arrangements for temporary housing for guests, if you are not able to host or if it is not appropriate for the guest to stay in your home.

# Finance and Communication

## **Extra Costs**

It will really help Pais, and the apprentice, if you do not provide more than the standard host home expectations of accommodation and food. As part of Pais training, an apprentice is expected to raise finances for all other costs and it is important to their development that they do this. Any additional costs, such as cell phone bills, transportation and expenses for social events, etc. should be covered by your apprentice. If you do wish to offer support, in addition to the food and accommodation requirements, then please communicate your desire to Pais first. You may do this through your host liaison. There are various reasons for us stating this from the importance of creating a standard host experience where one apprentice is not favored above another to more complicated legal reasons that Pais faces as a Non-Profit and Public Charity.

## **Communication and Helping Out**

All of our apprentices should communicate regularly with their host family. Work schedules, social activities, and church activities should be discussed with you in order to let you know what meals you need to provide and when you can expect your apprentice to be at home.

Your apprentice should also provide you with their cell phone number as well as phone numbers for regular work locations and social activities should you need to contact them. The apprentice should also provide you with the cell phone number and host family phone number for their team leader.

## **Transportation**

The host family is not responsible for their apprentice's transportation. However, you may have a vehicle for your apprentice to use or share during the year. For example, some hosts in the past have been very happy with their apprentice using one of their vehicles during evenings and weekends. If this is something you are able to assist with we ask that you make arrangements between you and your apprentice. Should you choose to provide access to a vehicle, your personal insurance would need to provide coverage. Pais automobile insurance only covers authorized Pais Team cars. Team leaders will organize transport for Pais ministry purposes.

## Host Liaison

The liaison is present to facilitate direct communication between the host family and Pais. Any questions or needs concerning your responsibilities can be addressed to the liaison. Any difficulties that may arise during the year will be handled through Lifetree Church.

## Emergencies

Below, you will find a procedure and list of numbers to use if something should arise such as an injury, accident, or any other emergency.

### In Case of Physical Injury to Apprentice

1) Each apprentice should have travel/medical insurance to cover any injuries that might happen to him/her. As suggested above, check with your apprentice to make sure that the travel/medical insurance policy and/or contract is recorded for you and kept in a safe but accessible place.

*Have your apprentice check beforehand so that you are aware of whether the company has to be contacted or the local hospital / doctor informed of the policy and a given number.*

2) After contacting a doctor or hospital, please call the local Team Leader.

3)

4) If the Team Leader cannot be reached, then please contact :

5) Youth Pastor or Host Liaison

6) If the apprentice is unable to contact family, the Pais

Leadership will contact the apprentice's family to make them

aware of what has occurred. *If for some reason the leadership*

*is not available, please feel free to contact the family as*

*necessary.* You should receive those numbers on apprentice

arrival.

## **Final Thoughts**

We think it is very important that our host families understand the role they are playing in the bigger picture of Pais. The reason Pais is able to offer an apprenticeship is in part because of those people who volunteer to host an apprentice. If it wasn't for this generous show of hospitality, we simply would not be able to reach the students or do the work that we do. Any success that occurs this year occurs because of your help. You are as much a part of Pais Global as our apprentices.

Thank you for sharing in this venture!

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