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NAVAJO NATION: Tuba City, Arizona **PROGRAM HANDBOOK**

Introduction

This Handbook was written to provide you with useful information regarding your participation in an Amizade sponsored program. It answers many of the frequently asked questions by previous participants. We encourage your feedback on how it can be improved for future participants. Please read this entire handbook carefully and contact our office if you have any questions.

Amizade's Mission & Vision

Amizade encourages intercultural exploration and understanding through community-driven service-learning courses and volunteer programs. Amizade imagines a world in which all people have the opportunity to explore and grow, realize their ability to make change, and embrace their responsibility to build a better world.

Amizade's Commitment

At the heart of Amizade is the sincere belief that intercultural understanding & the development of global citizens is essential to our increasingly connected global world. We are committed to providing you with an intercultural experience that allows you to make concrete contributions to a community resulting in a deeper understanding of your role in the global community.

Approach to Service

Ethic of Service

Amizade strives to promote an "ethic of service" on all our programs. This means that we envision the entire experience as one of service to our fellow human beings. There will be scheduled time for completing service projects on each program but we also encourage you to carry your ethic of service with you throughout the program. You can do this by volunteering to help with food preparation, cleaning, or various other daily tasks.

Volunteer Opportunities

In the Navajo Nation, Amizade partners with the Tuba City Boarding School. Volunteers will work to help tutor children at the school in classes ranging from Pre Kindergarten up through grade eight. Volunteers will be assigned to a class, possibly with another volunteer. Volunteers will find that classes are extremely overcrowded and many children need extra tutoring to stay on track. Tutors in all subjects will experience the enjoyment of sharing knowledge and building skills in young people.



The On-Site Experience

Amizade Staff

Amizade programs are staffed by a variety of motivated, trained people. We encourage you to get to know the staff members that will be building your volunteer program. Any concerns or questions during the in-country experience should be directed to the appropriate Amizade staff.

Group Leader from Customized Group's Organization

For customized group programs, Amizade recognizes that there are assigned group leaders that act as chaperones or spokespersons for a group. In this instance, the Amizade Site Director will work in cooperation to meet the desires and special needs of the group. It is essential that all concerns and specialized requests be directed specifically to the Amizade Site Director who will work in conjunction with our community partners and contractors.

On-Site Orientation

Upon arrival in Tuba City, Amizade will hold a program orientation for all volunteers. Many issues such as health, safety, and security will be addressed as well as site logistics, standard procedures, and other important information that will benefit each volunteer to know.

Group Living

Amizade programs generally have a strong core element built around group living. For many people, living, volunteering, studying, completing projects, and spending leisure time in a group may be new. Therefore we ask all Amizade volunteers to approach group interaction with flexibility, openness, and constructive communication. We strive to respect each other's space and needs while also supporting each other to achieve personal goals on the program.

Flexibility

Flexibility on behalf of the participants is the most important element on an Amizade program. Itineraries may change at the last minute in order to meet current community needs or participate in unexpected opportunities for recreational, educational, or cultural exploration. Many aspects of traveling are unpredictable and time-consuming, so be prepared to enjoy the unexpected surprises and embrace the opportunities they provide!

Housing

All volunteers participating on the program will be housed in traditional Navajo residential structures called hogans. These particular hogans have been made into sleeping quarters that can hold up to 16 people. There are separate men's and women's bathroom facilities with multiple toilets and showers. Participants will also have access to a full kitchen. There are meeting rooms for small reflections and a main area for large presentations.

If the hogans are not available, participants will be housed at the Grey Hills Inn, a boarding school that has been converted to an inn. The rooms will be double occupancy with a communal bathroom and living room. There is a small kitchenette available.

Bedding is provided at either accommodation but participants need to bring their own bath towels. If staying at the hogans, participants are encouraged to bring extra blankets.

Meals

Amizade staff will provide a light breakfast each morning as well as the cafeteria at Grey Hills Academy. When tutoring, lunch is served in the school cafeteria. For recreational outings, Amizade will provide volunteers with food to pack a lunch. Dinners will vary. Tuba City has two diners, a Chinese restaurant, pizza, and fast food such as Taco Bell and McDonalds. Basha's, the local grocery store is very close to the dorms and carries a variety of food products.

Note to Vegetarians

In the Navajo Nation, vegetarian options are available but you will find that dishes such as Navajo tacos and other local food are meat-based. You will want to talk to the Amizade staff to find out what can be arranged in terms of cooked meals and to have them purchase vegetarian options for lunches.

Climate and Weather

"The Navajo Nation has beautiful weather year round. Unlike Phoenix, Northern Arizona enjoys much cooler temperatures. During the summer months you will experience daytime temperatures of 80 degrees and nighttime lows in the 50's. During the winter months you will experience daytime highs in the 40's and nighttime lows in the teens. We would suggest bringing a light sweater or jacket with you at all times. The average annual rainfall received is approximately 11-12 inches a year. The Rainy season takes place for the Navajo Nation during August, September, and October."

(Source: <http://www.explorenavajo.com/tips.aspx>)

Cultural and Recreational Activities

The Navajo Nation is overflowing with opportunities for cultural education and recreation. Some possibilities include presentations from a Navajo Tribal Delegate, songs with a local Navajo musician, and a visit to a traditional sheep farm. Canyon hiking and visits to various scenic spots in Arizona, such as the Grand Canyon, Navajo Monument and Monument Valley are also possible.



Culture and History

The Navajo Nation or Dineh Bikeyah (Land of The People), spans Arizona, New Mexico, and Utah. Amizade volunteers serve in Tuba City, which is located in northern Arizona, nestled within the purples, blues, and reds of a painted desert. Natural beauty and endless opportunities for cultural learning abound in this community. Within Tuba City, volunteers will serve with Navajo and Hopi peoples and have the opportunity to discover both the history and current perspectives of the American Indian population.

For more information on the Navajo Nation, please visit the following websites:

Official Website of the Navajo Nation: <http://www.navajo.org/>

Navajo Nation Hospitality Enterprise: <http://www.explorenavajo.com/navajo.aspx>

Encyclopedia.Com: <http://www.encyclopedia.com/html/N/Navajol1nd.asp>

Community Background

Tuba City is a small desert town with houses scattered in development plots. Most people live in modest homes, some with very few amenities, and a few of those on the outskirts live in traditional Navajo hogans with sheep farms. The town has both public day schools and overnight boarding schools and some rural children travel hours in the morning just to reach the day schools. The town has a bank, grocery store, and other small shops but otherwise it is a fairly rural environment. Unemployment and poverty are high in the area. Tuba City borders the Hopi reservation and you will meet a mix of Navajo and Hopi people while in the community. During your stay local events will give you the chance to participate in current community activities as well as traditions.

Preparing for Your Program

Transportation to Site

We recommend volunteers flying in and out of the Phoenix airport. However, it is possible to fly into Flagstaff. All volunteers are required to arrive on or before the scheduled program start date and depart on or after the scheduled finish date. If volunteers arrive early or stay late, the individual volunteer must make his/her own arrangements for food, lodging, and airport transfer.

Transportation on Site

Volunteers are responsible for arranging their own transportation from the airport to Tuba City and for the duration of the program. Amizade can arrange for group transportation for an additional fee.

Travel Documents

US citizens will need standard proof of identification (such as driver's license or passport) if traveling to the site via airplane. Please check with your airline for acceptable forms of identification.

If you are a non-US citizen, you must check with the consulate in your country regarding travel documents including passport and visa requirements. If you need to obtain a visa to the United States, you can visit the US consular site for further information at: <http://travel.state.gov/>.

Participants Considerations

Appropriate School Attire

At the request of the Tuba City Schools, Amizade asks that volunteer tutors wear nice clothing while tutoring at the schools. This is to promote and support a professional atmosphere at the schools. For example, khakis and a button down shirt or sweater are appropriate. Outfits need to be conservative and shirts should cover bellies and not be too revealing. Volunteer should not wear jeans, torn pants or shirts, or sneakers/tennis shoes while tutoring.

Professionalism at the Schools

It is important to remember we are working in a school, and professionalism is an important goal of the school administration and the teachers. Amizade and our volunteers are invited to assist teachers in their classrooms, with one-on-one tutoring, small group activities and general classroom administration. While there is a time for playing with the students, as a teacher's aide, your main responsibility is to support the academic goals of the classroom.

Sharing with Tuba City School Students

Volunteers are encouraged to bring pictures of family, friends, and important places (such as their hometown/city, college, places traveled) to share with the school children at appropriate times. Many of the students are interested to know about other places and cultures and what you can share may relate to lesson plans being taught in the classrooms.

Health & Safety

General Notes

- Traveling often affects one's health so it is imperative that all volunteers are in good physical condition.
- Typical travel ailments include stomach upsets and diarrhea, bug bites, jet lag, minor cuts, scrapes, bruises, and sunburn. Please feel free to bring travel-sized portions of over the counter medicines such as headache medicine, stomach medicines, sun block, bug spray, band-aids, etc.
- An on-site Amizade staff member will have a first aid kit.

Prescription Medicines

If you have prescription medicines, bring them in the original prescription bottles with your name on them and bring an ample supply for the duration of your program.

The Best Medicine is "Preventative Medicine"

Throughout the program, please rest and drink plenty of water. While on the program, let the Amizade staff know if you have any concerns about your health and contact them immediately if you experience a health emergency.

Amizade Medical and Insurance Form

All volunteers are required to complete and submit the Amizade Medical and Insurance Form prior to participation. It is imperative that you complete this form as comprehensively as possible so Amizade staff can best address medical situations on site. On this form you will also list your immunization record. Please consult with your physician regarding your healthy participation in the service work and activities for your program and recommended immunizations.

It is the responsibility of every Amizade participant to make sure that he/she is covered by his/her medical insurance amply when participating, domestically or internationally, on any of the Amizade Programs. Please check with your medical insurance policies to determine your coverage before you leave for any program.

Safety

While participants are on site for the service project, it is essential that participants adhere to all safety requirements and guidelines as determined by the service project supervisor and their staff.

Money Matters

The US dollar is the currency used in the Navajo Nation. Tuba City has a bank and there is an ATM available at the local grocery store. Some gas stations, stores, and other businesses will accept ATM/Credit cards.

Spending Money

Please bring some spending money to use for costs beyond those covered by the Amizade fee. For some programs, locals bring hand made jewelry to the dorms which volunteers may purchase. There is also the opportunity to buy souvenirs at the local trading posts as well as the parks.

Packing List

PLEASE PACK LIGHTLY!

You should bring a maximum of two bags. Ideally, this includes one medium-sized suitcase/duffel bag and a smaller daypack for daily activities. You should be able to carry your luggage comfortably by yourself. Please use your best judgment regarding valuables. Amizade does not recommend that volunteers bring expensive jewelry, electronics, laptops, etc. Amizade is not reliable for lost or stolen articles.

Recommended Packing List

- Documents: photo id, airline tickets, personal health insurance information, and ATM/credit cards
- Family photos to share with the community
- Water bottle
- Notebook or journal and pens
- Travel alarm clock
- Watch
- Camera and film
- Knapsack or book bag
- Towel and Wash cloth
- Toiletries – just the basics such as toothbrush, toothpaste, travel-sized shampoo, and soap
- Prescriptions in original bottles (remember to bring enough for the entire program!)
- Clothing
 - Appropriate Clothing for in the School in Tuba City / Construction Site in Crownpoint
 - Casual/Outdoor Clothing for Recreation
 - Socks and underwear
 - Pajamas
 - One long sleeve shirt, sweatshirt, or jacket
- Shower shoes or flip-flops, bath towels
- Comfortable walking shoes
- Rain coat (optional)
- Cool weather items for nighttime
- Sun protection: bandanas, hat, sunglasses and sun block

Gifts

You may choose to bring small gifts or thank you cards for community members. Photographs are generally appreciated around the world so feel free to collect addresses and mail pictures back if possible.

While You Are Away

Contacting Home

Payphones and other phones are available to use with phone cards. Cell phones do not usually work in Tuba City and cannot be relied on. They do work in Flagstaff, which is located a few hours away by car. Internet may be available but it is generally slow.

AMIZADE CONTACT INFORMATION

If someone from home needs to contact a volunteer with an emergency message, they can phone the Amizade US office to relay a message.

- **Amizade US Office Phone:** 304-293-6049. This phone line is staffed 8 am – 4:30 pm EST from Monday - Friday.
 - Have the person leave:
 - Their name
 - Your name
 - Their phone number
 - The message to be relayed
- **Amizade Emergency Phone #:** 412-444-5166. This phone line is staffed 24 hours a day, 7 days a week during volunteer programs.