

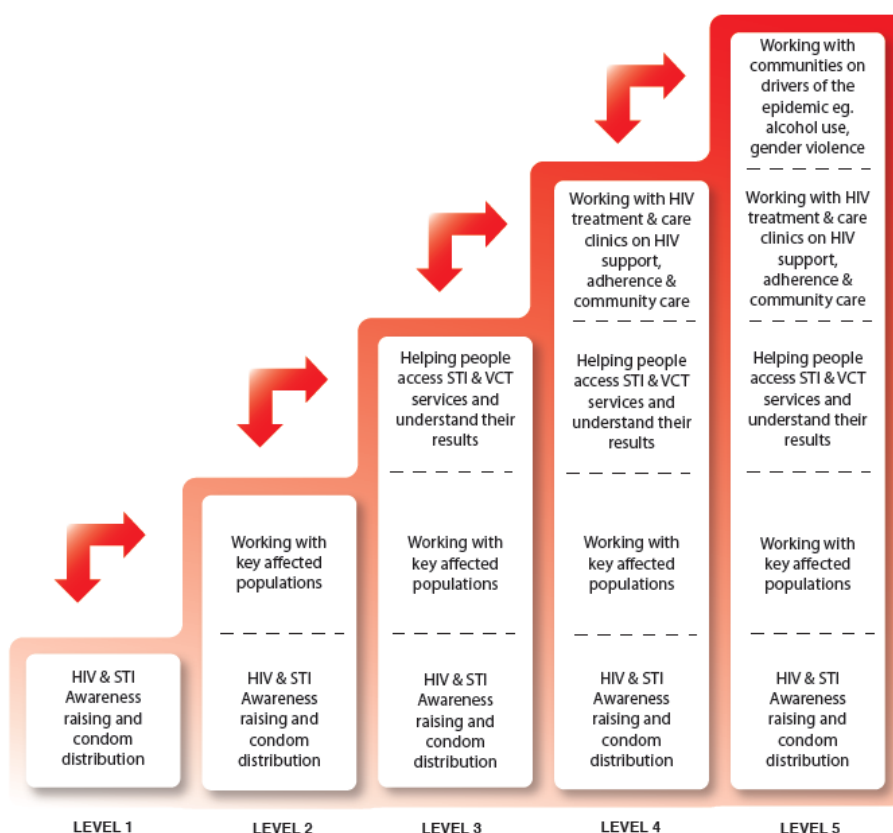
TINGIM LAIP VOLUNTEER INFORMATION BOOKLET

PAGE 1: What is Tingim Laip?

Tingim Laip is a project of the National AIDS Council that is funded by Australian aid and managed by Cardno Emerging Markets and APMG. It operates under the PNG National HIV&AIDS Strategy 2011 – 2015. Tingim Laip works across many provinces in PNG, supporting volunteers to conduct HIV & STI Prevention and Care activities with high risk populations in communities.

Tingim Laip works through a STEPs model:

- To reduce high risk behaviours for HIV & STI transmission
- With communities, most at risk people and key affected populations
- On improving access to treatment, care and support for people living with HIV
- At minimising the impact of HIV & STIs on individuals, families and communities
- By addressing and advocating for change on drivers of HIV & STIs.



PAGE 2: What is Tingim Laip?

Tingim Laip works with people at very high risk of being infected and affected by the Human Immunodeficiency Virus (HIV) and Sexually Transmitted Infections (STIs). This includes Key Populations such as sex workers, men who have sex with men, military personnel, mobile men with money and people living with HIV.

Tingim Laip has a team of approximately 250 committed volunteers that operate in groups of 8-12 volunteers called Site Committees. Volunteers are supported by Tingim Laip staff to develop Site Activity Plans and Budgets, then implement activities and interventions within the community.

TINGIM LAIP = VALUE LIFE

PAGE 3: What is HIV&AIDS?

HIV stands for Human Immunodeficiency Virus.

It is a germ (virus) that attacks the immune system and stops the body from protecting itself from other sickness. HIV is transmitted most commonly from sexual intercourse in PNG and it affects both men and women. Other ways of getting HIV are through blood to blood contact (such as sharing needles or razors) and from infected mother to child.

AIDS stands for Acquired Immune Deficiency Syndrome.

It is the disease that happens when the immune system of the person living with HIV has been so damaged that they get sick with a number of illnesses at the same time.

HIV can be tested before a person becomes sick. Regular medication can help to keep a person living with HIV strong and healthy.

TINGIM LAIP ENCOURAGES ALL PEOPLE TO KNOW THEIR HIV STATUS AND, IF POSITIVE, GET TREATMENT EARLY TO LIVE STRONG AND HEALTHY LIVES

PAGE 4: What are STIs?

STI stands for Sexually Transmitted Infections.

An STI is any virus or germ that spreads through sex. HIV is an STI. Other common STIs in PNG are Gonorrhoea, Chlamydia and Syphilis. STIs can cause damage to the body and can be very serious to health and fertility.

Having an STI can also increase the risk of HIV transmission.

PAGE 5: What is Volunteering?

VOLUNTEERING IS THE ACT OF INDIVIDUALS OR GROUPS GIVING THEIR TIME TO ASSIST OTHERS THROUGH A FORMAL ORGANISATION OR INDEPENDANTLY. VOLUNTEERING IS UNDERTAKEN AT FREE WILL AND WITHOUT PAYMENT OR EXPECTATION OF COMPENSATION. VOLUNTEERING IS OF BENEFIT TO THE COMMUNITY AND THE VOLUNTEER.

The National AIDS Council states that:

- Volunteers play an important role in HIV Prevention, Care, Treatment and Support
- Volunteers freely choose to volunteer
- Volunteering is part of traditional Melanesian and Christian way of life
- People should not be made poorer by volunteering
- Volunteering is open to everyone
- Volunteers are valued & should be invested in
- Volunteering can take many forms.

PAGE 6: What is Volunteering?

The NACS HIV&AIDS Volunteer Policy does not allow payment of volunteers working in HIV&AIDS programs. This means Tingim Laip cannot give volunteers any of the following:

- Sitting fees for trainings or meetings
- Daily, monthly or yearly stipends for activities
- Piece rate work allowances
- Exaggerated reimbursements of transport or communication expenses.

So, why do people choose to volunteer?

- Improved skills and knowledge
- Greater self-confidence and self-esteem
- Higher social standing and increased respect within the community
- Feeling of contributing to the benefit of people, community and the nation
- Stronger interpersonal relationships and wider social network
- Opportunities for experiences beyond normal life
- New career paths.

PAGE 7: Who are Tingim Laip Volunteers?

Tingim Laip Volunteers are from many different backgrounds and usually conduct HIV & STI Prevention and Care activities within the communities they live. The project is focussed on people most at risk for HIV, and promotes HIV & STI awareness through peer education (talking to friends and close associates). We, therefore, welcome volunteers who are closely associated with, or members of key affected populations. This includes sex workers, men who have sex with men, military personnel, mobile men with money and people living with HIV.

PAGE 8: Where do Tingim Laip Volunteers Work?



Tingim Laip Volunteers work in selected areas that may include military barracks, palm oil estates, mining sites, company grounds and communities where there are high risk factors for HIV & STI.

PAGE 9: What Do Tingim Laip Volunteers Do?

Tingim Laip Volunteers provide four to six hours of volunteer service a week within their Tingim Laip Site. They conduct HIV & STI Prevention and Care activities with key affected populations, including:

- Condom Distribution – make sure male and female condoms are available in the community
- Peer Education – have conversations with one or more people who are friends and close associates
- Coffee Nights – hold informal small group discussions
- Love Patrol Edutainment – show and discuss educational videos
- Group Awareness – join in events such as World AIDS Day
- Referrals – help people access clinics for testing and treatment
- Home & Clinic Visits – supporting people living with HIV to keep taking medications
- Advocacy Meetings – help leaders make informed decisions and support the national response to HIV

PAGE 10: Who supports Tingim Laip Volunteers?

ALL TINGIM LAIP VOLUNTEERS ARE SUPPORTED BY A PROJECT OFFICER AND PROVIDED WITH TRAINING TO UNDERSTAND HIV & STI PREVENTION AND CARE. THEY ARE ALSO EDUCATED ON HOW TO CONDUCT ACTIVITIES AND COMPLETE THE TINGIM LAIP MONITORING AND FINANCE FORMS.



Tingim Laip also has a Volunteer Support Coordinator to strengthen the capacity of volunteers and sites. Tingim Laip Volunteers and Staff work together to achieve Tingim Laip objectives.

PAGE 11: Could I be a Tingim Laip Volunteer?

Tingim Laip Volunteers must:

- Be committed to volunteering and able to volunteer for 2 years
- Be confident and be self-aware
- Not be involved in political parties
- Be able to educate others in Tingim Laip HIV Prevention & Care messages
- Communicate and relate well with Key Affected Populations (KAPs)
- Understand and respect privacy and confidentiality
- Understand and respect human rights for all, including PLHIV & KAPs
- Have time to conduct HIV Prevention & Care activities regularly (4 - 6 hours a week)
- Be keen for further learning and training
- Be able to collect project information accurately & honestly
- Be respectful of People Living with HIV and understanding of support needs
- Be aware of what increases HIV risk in the community (including violence & alcohol)
- Be a great role model of the Tingim Laip values at all times
- Abide by the Tingim Laip Volunteer Code of Conduct and Code of Confidentiality.

PAGE 12: How are Tingim Laip Volunteers Recruited?

TINGIM LAIP VOLUNTEER RECRUITMENT



PAGE 13: What training is provided for Tingim Laip Volunteers?

Tingim Laip Volunteers receive training on:

- HIV Prevention & Care
- STI Prevention & Treatment
- Gender Based Violence
- Alcohol Reduction
- Healthy Relationships
- Basic Computer Skills
- First Aid, Safety & Security and Healthy Living
- Tingim Laip Project systems and processes

PAGE 14: Are there any incentives for Tingim Laip Volunteers?

Tingim Laip Volunteers commit to the project for two years and do not receive money. Tingim Laip provides a Volunteer Performance Based Incentives Program which includes training, uniforms and other branded goods. Volunteers can also receive Volunteer Awards and have access to Volunteer Advisory Committee positions at provincial and national level. The performance of volunteers is tested at set times. Tingim Laip's Performance Based Incentives Program is the only one of its kind in Papua New Guinea.

PAGE 15: How do Tingim Laip Volunteers have a voice?

To make sure there is ongoing support and engagement of volunteers, Tingim Laip has Volunteer Advisory Committees at provincial and national level. These committees:

1. Provide a voice for Tingim Laip Volunteers at provincial and national level
2. Are forums for communication and collaboration between the national office and volunteers
3. Support implementation of Tingim Laip strategy including the STEPs model and working with KAPs
4. Assist development of Volunteer Policies, Processes & the Performance Based Incentives Program

5. Promote volunteer compliance with Tingim Laip Volunteer Policies and Processes
6. Ensure Tingim Laip aligns with the NACS National HIV and AIDS Volunteer Policy.

Each Provincial Volunteer Advisory Committee is made up of two Tingim Laip Volunteers from each site and meets once every three months. The elected Chair from each province then sits on the National Volunteer Advisory Committee which comes together with Tingim Laip National Staff twice a year.

PAGE 16: What behaviour is required of Tingim Laip Volunteers?

All Tingim Laip Volunteers sign three documents at Volunteer Orientation. These documents are:

1. Volunteer Code of Conduct – this outlines the behaviour and performance expected of the volunteer
2. Volunteer Code of Confidentiality – this requires the volunteer to keep certain information private
3. Volunteer Terms of Reference – this asks the volunteer to commit to a volunteer period of two years.

PAGE 17: For Further Information ...

Please contact the Tingim Laip Project Officer in your area.

PROJECT OFFICER NAME:

PROJECT OFFICER CONTACT NUMBER:

If you are interested in being a Tingim Laip Volunteer, please contact the Tingim Laip Project Officer and ask for an application form.