



friendship force  
PERTH

*Explore • Understand • Serve*®

## GUIDE FOR MEMBERS

Friendship Force  
Mission

To promote global understanding across  
the barriers that separate people

**CHANGING THE WAY YOU  
SEE THE WORLD**

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This Booklet provides a guide for members of the Friendship Force Club of Perth. The Friendship Force Perth Club acknowledges the work of the Education Group of Friendship Force Adelaide, who updated this information in 2015 from a document originally prepared by the Friendship Force of Perth

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# FRIENDSHIP FORCE

Friendship Force is one practical way to change the way we and others can see world.

The heart of the Friendship Force experience is the Journey where a group of 'Friendship Force Ambassadors' from one country stay in the homes of hosts in another country.

People travel with Friendship Force for many reasons, including:

- to experience and understand other cultures,
- to make new friends,
- to break down cultural barriers,
- to travel with people they know and with whom they can later share their new understandings,
- to join in special interest trips, to extend their experiences, or to improve their language skills.

They also host 'Friendship Force Ambassadors' from other countries in order to share their local community, interests, culture, hospitality, etc with these visitors from around the world. The Friendship Force International's website [www.thefriendshipforce.org](http://www.thefriendshipforce.org) contains details of Journeys currently open to ambassadors recruited from around the world. Most people who participate in Friendship Force Journeys find that they want to do it again. The experience sells itself!

Friendship Force clubs operate in a specific geographical region. The location of Australian clubs can be found by visiting the Australian website: [www.friendshipforce-australia.org](http://www.friendshipforce-australia.org)

Friendship Force clubs around the world are all affiliated to Friendship Force International, which is based in the USA in Atlanta, Georgia.

Every year clubs around the world submit their request for Journeys and offers for hosting for the next year. The staff at FFI go through an extensive exercise matching travel and hosting requests to develop a Journey program for the year. Regional coordinators at FFI provide on-going support to help ensure the smooth running of the Journeys.

## **A BRIEF HISTORY OF FRIENDSHIP FORCE**

Wayne Smith, the founder of Friendship Force International, believed that:

'Friendship is a powerful force for change in the world'.

If ordinary people get to know each other as friends, they discover that the values and experiences they share are more important than their differences. They learn that differences do not have to divide.

'The best way to get to know people is to put your feet under their table'

Friendship Force envisions that friendships among people of different nations and cultures will not only be personally enriching for participants but can also promote international understanding, one person at a time. Based on this vision, Friendship Force was established in March 1977 with the support of the then US President, Jimmy Carter.

What sets Friendship Force apart from other Journey organisations is the focus on the home stay, the purpose of which is to promote cross cultural understanding by bringing people together across the barriers that normally separate them. Over the years ordinary citizens in dozens of countries have learned that sharing a home for a few days is an ideal way to create new friendships. In the process, stereotypes that can lead to misunderstanding, fear, hatred, and even war, have given way to understanding and goodwill.

The first ever Friendship Force Journey took place in 1977. Since the 1980s Friendship Force has grown into a global network of local clubs in hundreds of communities and dozens of countries.

The Friendship Force of Perth Inc was founded in 2001 and has grown steadily to now have in excess of 60 members.

The Perth Club's Rules of Association and Policies are available in a separate Booklet: Rules of Association and Club Policies.

# DEFINITION OF FRIENDSHIP FORCE TERMS

## FRIENDSHIP FORCE SPEAK

Over the years Friendship Force has developed its own vocabulary. As you read this booklet this vocabulary will become clearer and be explained more fully.

FFI:	Friendship Force International — the governing body for all Friendship Force activities.
Home Stay:	The opportunity to live in a host's home along with the host and their family and experience their culture and hospitality. This should not be confused with house swapping where the traveller stays in their hosts' home when the host is absent.
Home Hosting:	The provision of a home stay.
Host:	Member of hosting club who is actively involved in an incoming Journey.
Home Stay Host:	The individual, couple or family who host ambassadors in their home.
Ambassador:	The person, couple or family who travel to another location to be home hosted.
Co Host:	Someone whom, for whatever reason, cannot always offer home hosting but is willing to share the responsibility for ambassadors with the home host with such things as transportation or meals during the Journey.
Journey:	The Friendship Force experience where one Friendship Force club visits another club.
Exchange:	This means exactly the same as Journey and is often used by long serving members. The term goes back to the early days when FFI ran reciprocal Journeys.
Inbound Journey:	Refers to a Journey the club is hosting.

- Outbound Journey:** Refers to a Journey when the club is travelling.
- Special Interest Journey:** Refers to a Journey where a group of people with a common interest travel together and stay with a group of hosts that share their interest. Ambassadors can be recruited from clubs around the country and further afield.
- Force:** A term which some find difficult to understand in the 21<sup>st</sup> century. Its origins are that Friendship Force is a force for good. It has been likened to The Force in the Star Wars Movies which were first released around the time when Friendship Force was conceived.
- Club:** The local group of Friendship Force members which is responsible for running inward and outward Journeys.
- Host Coordinator (HC):** An individual, along with a Journey committee, is responsible for managing a particular incoming journey. HCs are usually appointed to manage one journey with the role being shared amongst members.
- Ambassador Coordinator (AC):** An individual who is responsible for managing a particular outgoing journey.

## **WHAT IS A FRIENDSHIP FORCE CLUB?**

The prime role of an FF club is to be the local representative for Friendship Force International and be responsible for running Journeys into and out of their location.

As with other clubs the Friendship Force of Perth elects a Committee comprising a President, Vice President, Secretary, Treasurer and three other Committee members. A number of other non-voting committee members may be appointed by the Committee on the nomination of the Executive. The role of the Committee is to manage the club and social events, recruit new members, liaise with the

members and Friendship Force International on the choice of Journeys for future years and appoint coordinators for the club's Journeys. The Journeys are managed by the coordinators, often helped by a Journey committee and always supported by the Committee.

## **HOW CAN I GET INVOLVED?**

Members participate in a number of ways at a number of levels. They travel as an ambassador either with our own or other clubs. They act either as a home host or co-host, they get involved in running their local club and its Journeys.

We have an active social program throughout the year, providing ongoing enjoyment for the members with Journeys forming an integral part of that program. The Perth Club meets on the third Saturday in the month from February. This includes a brief meeting and social gathering with light luncheon.

Club members are expected to be involved as best they are able but particularly when a Journey occurs. Hosting or co-hosting an ambassador or hosting a small group dinner is our core business and members should expect to be able to participate.

## **SO WHAT IS A JOURNEY AND HOW DOES IT WORK?**

Journeys offer a unique travel opportunity. Hosts in the country you are visiting are willing to throw open their homes, share their culture and hospitality with you and give you a real insight into the area where they live which you would never get as a tourist, and while all this is going on you are quietly breaking down the barriers that divide you.

Each person who travels as an ambassador or hosts ambassadors in their home play their own part in achieving the purpose, often without realising it, and certainly without having to do anything they would not normally do. The power of friendship and understanding does the work for us. Traditionally groups of ambassadors travel together and are home hosted in another part of the world. Over the

years Friendship Force has developed a number of variations on this core experience. Clubs generally are hosted in up to two to three different locations in consecutive weeks or with gaps between hosting locations. In between those weeks of the core Journey, with the coordinator's approval, un-hosted tourist visits may be added to the itinerary.

As an alternative to recruiting ambassadors from a geographic location, ambassadors with a shared interest or goal are often recruited from around the world to go on special interest or themed Journeys. Friendship Force has also recently introduced some humanitarian and environmentally themed Journeys. Journeys usually include a significant home stay. The exception is that when Friendship Force is seeking to open up a new country it may sponsor "Discover Journeys" which will explore that country as well as provide opportunities to meet with local people and may or may not include a brief home stay.

A Journey involves staying in a host's home for 5-7 days.

Ambassadors, in the first instance, are recruited from our own club and then from other clubs in Australia, and in some cases from other clubs in the world. Although ambassadors are encouraged to travel with the main group, it is sometimes possible to travel independently and make their own arrangements but must be at a nominated meeting place on the first day of the Journey and then stay with the group for the duration of the Journey.

All Journeys are managed by two Journey Coordinators, one from each of the clubs involved in the Journey.

Membership of a Friendship Force club is a prerequisite for applying to be a host or an ambassador but applying does not guarantee acceptance. It is the coordinator's role to find the most suitable hosts and ambassadors for their Journey from among those who apply. The criteria are more fully explained in the booklet on Journeys.

It is essential that applicants who are accepted to act as hosts or ambassadors have joined the club in order to comply with the terms of their public liability insurance.

All members joining a Journey other than their own MUST have written approval from their current club president on/or accompanying the application form.

Some Journeys are open to members of other clubs and are defined as 'All Australian', recruiting from all over the country.

## **HOW DO I APPLY TO JOIN AN OUTBOUND JOURNEY?**

It is part of the Journey Coordinator's role to recruit suitable ambassadors to go on their Journey and to do this they go through a well-established selection procedure. The starting point for them is to receive a completed ambassador application. If you plan to travel with our club all you need to do is request details of your club's Journey plus a copy of the ambassador application form from the club member who has been appointed as the Ambassador Coordinator for that Journey.

Alternatively if you decide you want to travel with another club then the place to start looking for a Journey to join is the Friendship Force website. Details of currently available Journeys are listed on the International Friendship Force website [www.thefriendshipforce.org](http://www.thefriendshipforce.org). On this site you will find the 'World of Friends Catalog'. This publication lists all planned Journeys as well as discovery tours. All Australian outbound Journeys can readily be found on the Australian website [www.friendshipforce-australia.org](http://www.friendshipforce-australia.org)

If you find a Journey that you would like to join, contact your president who will get in touch with that club and advise you how to proceed.

A good way to keep up to date on what is available and to receive information quickly about new opportunities is to sign up for the FFI newsletter on their website.

For all FF Journeys it should be noted that: 'While FF Journeys are not considered unusually demanding, ambassadors need to be able to keep up with the typical daily activities of their hosts. Walking for extended periods of time, carrying their own luggage, riding public transportation, and climbing stairs are all normal activities within any Journey.

Participants also need to be alert, capable of following directions, and able to fulfil the goal of the Friendship Force as an ambassador of friendship and goodwill.

Some specialist Journeys may involve more strenuous exercise and the Ambassador Coordinator will be able to advise you on this. Copies of ambassador application forms can be downloaded from the Friendship Force Australian website.

One piece of information a potential ambassador will obviously need to find out at this time is the cost of the outward Journey. This will be advised by the Journey Coordinator. Ambassadors are responsible for making their own travel arrangements.

Usually we work with a nominated travel agent and ambassadors are encouraged to work with that agent to make arrangements for any travelling that they will do independently.

Once the completed application forms are with the Ambassador Coordinator the selection process starts. When your application has been approved and you have paid your deposit, the host Ambassador Coordinator for the Journey will compare the information provided on your ambassador application with the information provided by the hosts on their forms and use this as the basis to match hosts with ambassadors. This exercise is usually completed well in advance of the Journey so that ambassadors and hosts have plenty of time to Journey emails, phone calls, or even letters before the Journey starts.

Where possible the Ambassador Coordinator will try and get as many ambassadors as possible together for workshops where you get to know your fellow ambassadors, discuss the logistics and prepare for the particular needs of the Journey.

Once your application has been accepted and travel plans have been finalized, the Ambassador Coordinator's instructions regarding paying any balances due have been met, all that there is left for you to do is enjoy your trip.

You should also familiarize yourself with particular policies of the Perth club that apply to Journeys. These can be found at the back of this booklet.

## **HOW MUCH DO JOURNEYS COST?**

Hosts are not paid: they provide accommodation for the Ambassadors in the same way that they would provide accommodation for friends who come to stay with them.

Ambassadors pay their airfares and other travel costs to reach Journey destinations. In addition, they pay a hosting fee which covers the cost of the Journey program arranged by the host club. The fee is set annually by FFI in \$US. If the fee required is more than that set, the Host Coordinator must provide detailed information to justify the extra costs.

An administration fee set by FFI in \$US per ambassador per week, must also be paid to FFI. Part of the Host Coordinator's role is to put together a program for the duration of the Journey which encapsulates the best of the location being visited. A typical 6 or 7 day Journey program will involve welcome and farewell events, 4 or 5 days each with a full and varied program of excursions, visits to local heritage sites, places of local and folk interest, a couple of leisure days, plus barbecues, dinner parties, and other evening events. All ambassadors, hosts and usually some club members who are not directly involved with the Journey will take part in the events. For special interest Journeys the program will be geared towards that interest.

## **USEFUL SOURCES OF INFORMATION**

Australian website: [www.friendshipforce-australia.org](http://www.friendshipforce-australia.org)

This provides a gateway to the individual Australian clubs websites. It does list all Australian inward and outward Journeys and contains a wealth of information, including the 'Australian E-flyer' and the 'World of Friends Catalogue' a listing of all the Journeys and other FF travel opportunities currently actively looking to recruit ambassadors.

FFI website: [www.thefriendshipforce.org](http://www.thefriendshipforce.org)

This is Friendship Force International's website. It contains information about what is going on including details of events, conferences; etc. You can sign up on the site to receive a monthly communiqué and bimonthly E-magazine. You are strongly advised to do this.

Friendship Force Perth website: [friendshipforceperth.net](http://friendshipforceperth.net)

This is mostly orientated towards informing potential new members and incoming Friendship Force clubs however it also has useful information for members including the current office holders and their email addresses, guides for members and the Perth club's Rules of Association.

## **FRIENDSHIP FORCE PERTH CONTACTS**

President: Margaret Walsh

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## **FRIENDSHIP FORCE PLEDGE**

As a member of the Friendship Force I recognise that I can make a difference. I recognise that I have a mission. That mission is to be a friend to the people of the world. As I embark upon this adventure, I know that others will be watching me. I know that through my example to my own fellow citizens and people of other nations, the cause of friendship, love and peace, will be furthered. I can make a difference.