

New Earth Institute

EMERGE: Integrative leadership for social impact and cultural change

Participant Contract

January 11th - April 4th 2020

We are very excited to have you join us at the New Earth Institute! This pilot program was made possible by generous donors and we're so grateful to have this opportunity to offer our training and teachings to you! We'll be combining ground-breaking approaches with tried and tested techniques. Whilst everything is new, we strive to do our best to be as transparent as possible about our values, expectations and actions.

This contract is intended to make clear what you may expect from the NEI as a host organisation and what we expect from you as a participant on the EMERGE immersive training. Please feel free to ask us any questions regarding this contract and your contribution to NEI before signing it.

All participants are required to sign a copy of this document indicating that they have received and reviewed this statement. This signed document is retained in the participants file to indicate each participant's acceptance of the evaluation policies employed by NEI.

NEI expects that participants will:

1. Adhere to all applicable NEI policies and procedures (these will be shared with participants before arriving to the retreat or soon after they arrive)
2. Abide by all local provincial and federal laws
3. Uphold all rules applicable to conduct outside of the centre on the island, out of respect for the local community
4. Maintain honesty and integrity in all dealings with NEI
5. Comply with all ethical and professional standards applicable to their profession
6. Practice Covid-safety at all times, inside and outside of the centre, in accordance with provincial guidelines
7. Contribute actively to the process of learning, including complying with attendance or participation requirements, completing tasks and preparing for learning sessions

8. Conduct themselves in an ethical, professional and civil manner, behaving appropriately and courteously to all staff, students and any other party/parties the organisation has relations with
9. Demonstrate respect for the rights of others
10. Refrain from drinking alcohol or smoking at the centre or in the gardens. No illegal drugs are allowed in the centre.
11. Manage their wellbeing whilst at the centre, voicing their needs and asking for support when needed. Living in communities can be challenging and expectations can meet the (not so exciting at times) reality of the day to day life of an intensive program. Your experience really matters to us, so please share your feedback of all the things we are doing well and how we can improve. Please speak up when feeling frustrated or when needing something. We will do our best to accommodate that.
12. Participate in all orientation and training programs unless otherwise agreed
13. Complete all payments for accommodation by **the 30th of November**
14. Notify the organization, in due time, if you wish to change the nature of your participation

Participation expectations:

1. Full participation in the learning program to the best of your capacity.
Transformation comes from dedication towards your practice and participation.
 - 5 day silent digital detox in Week 1 of the program
 - 45 minutes to an hour of morning yoga/meditation practice 2-3 mornings a week
 - Maximum 15 hours direct learning
 - Homework, self-work and learning prep as required
2. Up to 3 hours for house maintenance, which includes:
 - General cleaning to keep the centre organised and functional (as you would do in your own house). As a group, you will create a weekly schedule for all the general cleaning tasks
 - Performance of key roles for centre maintenance (e.g. Recycling Lead, Kitchen Lead)

3. Participation in a one and half hour inner work peer group per week
4. Participation in a one hour individual therapy session per week. Please note that we are requesting this as part of your inner growth and healing. However, there is no expectation from the NEI to work on any past trauma or therapeutic topics. You are welcome to use this time as per your own goals, needs and intentions. Some therapeutic insights that may come out of your therapy may include healing, burn out, insecurities, social justice issues, expressing needs, communication, boundary issues, and other potential topics.
5. Offer up to two hours of 'skill sharing' per week.
6. Participating in assessments and interviews (your privacy will be kept at all times)
7. Participating in recorded classes (your back might be in the frame)

What you can expect from New Earth Institute

NEI values its participants and commits to provide you with a safe space to transform yourself and to work on your vision/dream project through the following modalities:

- Coaching program - an NEI certificate of coaching (with potential extended mentorship)
- Group oriented processes
- Individual, weekly and private therapy (private therapy might not happen if we cannot confirm the practicum site)
- Yoga and meditation
- Mindfulness Training
- A personalised program of practices for self-development (based on assessments done in week two)
- Earth-based ceremonies
- Business plan development support
- Final project mentorship
- Nature walks and hikes
- A safe space
- Feedback mechanisms
- You can have access to the full curriculum on your NEI membership page (just register for free on the NEI site)

Additionally, we will ensure you have access to:

- A full orientation and all the necessary training for day to day living at the house
- A risk-assessed and safe environment for you to grow and transform
- Respect for your privacy, including keeping you private information confidential

Nature of agreement

The program is offered for free, and we only charge for your accommodation. You will be responsible for buying your food. This may be purchased individually or as a community - dependent on agreements made as a group in the first weeks at the centre.

Your training with the NEI is a student position. This means that all duties are performed on a voluntary basis. You will not receive remuneration or payment for your participation.

Neither the NEI or the participant intend any employment or contractual relationship to be created i.e. you are not an employee, independent contractor or consultant at the NEI.

Duration of contract

Upon the expiry date of this agreement, the agreement between the NEI and the participant will come to an end and neither party intends for a contractual or employment relationship to be created.

Parking

We are allowing up to three cars to park in our very narrow parking lot. We charge \$50 per month for this option. Please contact info@newearthinstitute.com for additional information.

Assumption of Risk and, Waiver of Liability & COVID-19 Agreement

I acknowledge that there may be risks associated with or related to the duties described above. These risks include, but are not limited to, any manner of injury resulting from use or misuse of equipment/tools required to perform the duties.

I attest that I am not experiencing any symptoms of illness such as a fever, cough, or shortness of breath. If I develop these symptoms, I agree that I will cancel my visit before arriving at the centre.

I attest that:

- I have not traveled internationally in the past 14 days
- I have not traveled to a highly impacted area within Canada in the past 14 days
- I do not believe that I have been exposed to a person with a confirmed or suspected case of COVID-19
- I have not been diagnosed with COVID-19 and not yet cleared as non contagious by public health authorities
- I am following recommended guidelines as much as possible - practicing social distancing by participating in group activities of fewer than 10, trying to maintain separation of six feet from others, and using masks when shopping, otherwise limiting my exposure to the coronavirus

Media Agreement

At the discretion of the NEI's management, any violation of the expectations outlined below may lead to the termination of your participation with the NEI.

1. I agree to maintain the confidential information of the organization. I acknowledge that, as a participant of the training, I may have access to information that may be confidential. I will observe and comply with the NEI rules and regulations respecting confidentiality. I will not disclose or give to any person, institution, or source any information or document that comes to my knowledge or into my possession by reason of my service to the NEI. This duty to protect confidential information extends beyond the termination of my association with the NEI.

2. I understand that all activities and reporting conducted whilst participating is associated with the NEI and must be mentioned and credited in all media presentations, including but not specific to written articles, television, or film.

3. Any publicity in association with our projects must be approved directly through the NEI leadership team.

4. I agree not to post any photos, videos or writing on the internet that is Organization-related (including Facebook, personal blogs). However, you are welcome to share your personal stories and experiences.

Insurance:

I acknowledge that **I have been strongly encouraged to carry adequate medical and/or health insurance** covering the contract period and that I am responsible for my own health, dental and medical coverage. I acknowledge and understand that I am not covered by the NEI's compensation insurance.

Background Check

As a condition of participation, I give permission for the NEI to conduct a background check on me, which may include a review of sex offender registries, child abuse, and criminal activity records. I understand that, if accepted, my position is conditional upon the NEI receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability to the NEI, the employees and volunteers thereof, or any person or organization that may provide such information.

Please sign to acknowledge that you have read this Participant Contract and have had an opportunity to ask questions

Your Name (sign):

NEI Representative (sign):

Date: