

SEEK

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1. INTRODUCTION

The Seek program is an intentional 6-month discipleship program which encourages young adults ages 18-20 from anywhere in the world where MCC has existing programmatic connections and support structures to become faithful followers of Jesus Christ, from a Biblical Anabaptist faith perspective. Formal participation of individuals from the country where the Seek program is being implemented may not be possible and is dependent on local legislation.

Seek service workers must be single with no dependents and meet MCC faith/church/peace and personal conduct qualifications, are deemed eligible for service by MCC Human Resources, and sign a Record of Agreement.

2. POLICY AND ADMINISTRATIVE PROCEDURE

Seek applicants complete a regular MCC application and furnish references. Placement is done by HR in conjunction with MCC representative(s) and Seek facilitator(s). All invitations to participate in Seek are subject to the successful completion of a criminal background check, along with signing an offer letter, record of agreement, and code of conduct.

Seek service workers' term begins with an in-country orientation held in the country of service and ends with an in-country end of term retreat approximately 6 months later. Participation in both orientation and the end of term retreat are mandatory. In the event of a termination or resignation, the individual is not eligible to attend the end of term retreat.

2.1 Participation and preparation costs: There is no program fee to participate in Seek. It is expected Seek service workers will encourage their family, friends, and faith community to donate to MCC to help sustain MCC programs. However, there is no minimum fundraising requirement. All Seek service workers receive the same level of MCC support regardless of any amount raised.

Seek service workers pay for all preparation costs, including applying for a passport; required pre-service medical examination; vaccinations; out-of-pocket costs to obtain required visa; clothing and personal items. In some cases, MCC field leadership, or the sending church, may decide to help cover some of these costs.

2.2 Travel to and from assignment: MCC will arrange for travel to and from the Seek country of service (airport, bus, or train station nearest their home). Travel arrangements will not include layovers for personal reasons. Seek service workers are required to travel directly to their home country immediately after the re-entry retreat. After travel arrangements have been made, Seek service workers are financially responsible for any changes they request.

2.3 Waiting for visas: MCC encourages individuals not to stop their employment, education, or give up their housing arrangements until necessary visas are obtained. The MCC monthly allowance and any eligible educational loan assistance will be given during the time between the original start date and the time the visa is obtained or denied. If the necessary documents are not secured within 30 days of the original start date, the individual will be withdrawn from the program for that year and receive 30 days of support. An application may be submitted for the following year.

2.4 Visitors on assignment: Having visitors on assignment is subject to approval by the appropriate MCC representative(s). Seek service workers must submit requests in advance of making any plans to receive visitors on assignments.

2.5 Food, housing, etc.: MCC will provide Seek service workers with the essentials for healthy living during their terms, in accordance with the subheading “Food, housing, furnishings, transportation” in Policy #7512. Arrangements vary by location. Seek service workers are not permitted to drive motorized vehicles during their term of service.

2.6 Monthly allowance: MCC will provide a monthly allowance (Service Worker Level I) to Seek service workers to help cover personal expenses as well as a monthly worker care allowance (current amounts listed in policy #7170). Seek service workers do not have MCC Personal Drawing Accounts (PDA) and receive their monthly allowance directly from the country program office.

2.7 Shipment of personal items: All Seek service workers are entitled to the free baggage allowance as indicated by their airline. If there is no free baggage allowance, MCC will pay for one 50 lb. (22.73 kilos) bag for international and domestic flights to/from their assignment. Additional pieces of luggage are the responsibility of the Seek service worker at their personal expense.

2.8 Vacation: Seek service workers receive 5 pre-determined days of scheduled vacation within the country of service for rest and to learn more about the context they are serving in. Vacation costs are the responsibility of the Seek service worker.

Travel home for personal or family reasons such as anniversary celebration, birthdays, etc., during the term is not permitted in the Seek program.

2.9 Country retreats: Seek service workers will attend MCC sponsored retreats planned during their term to gain a deeper understanding of the service location.

2.10 Medical coverage: MCC will provide medical coverage to Seek service workers similar to that provided to International Program service workers under Policy #7512.

MCC will cover the cost of post-service medical examinations performed to the same extent as the Seek service workers' pre-service medical examination. At the end of assignment, temporary medical coverage (TMC) is available for purchase for up to 3 months.

2.11 Dental and Vision Coverage: Due to the short duration of the program, Seek service workers are not eligible for dental or vision coverage by MCC.

2.12 Romantic relationships: MCC does not recommend starting romantic relationships during your MCC assignment. Marrying while in service is grounds for termination. A willful breach of any aspect of the Code of Conduct could be grounds for termination.

2.13 Student loans: MCC will provide educational loan assistance to Seek participants in accordance with Policy #7514.

2.14 Continuing in MCC service: The Seek program does not offer term extensions within the Seek program with MCC support stopping on the last day of the Seek term. However, a Seek service worker may apply for another program or position within MCC.

Seek service workers are required to return home before starting a new MCC term and must attend the orientation relevant to the new MCC program or position. MCC support will recommence upon the start of the new MCC term.

The following policies applicable to International Program service workers are applicable to Seek service workers:

Workplace harassment and violence – policy #7133

Workplace accommodation – policy #7135

Personal conduct – policy #7150

Security policy – policy #7162

Conflict of interest – policy #7402

Protection from sexual exploitation, abuse, and harassment and child protection – policy #7405

Discipline in the workplace – policy #7409

Grievance policy – policy #7411

Reporting illegal, unethical or other inappropriate activity - policy #7412

Termination – service workers – policy #7422

Support plan for international service workers – policy #7512 (sections concerning food, housing, etc., monthly allowance, medical care, and workers' compensation)

Educational loan assistance – policy #7514

Employee assistance plan (EAP) and counseling – policy #7701

Death or serious illness of a family member – policy #7805

Technology acceptable use – policy #7906

