

Application Process

1. Explore the descriptive links on this website.
2. Verify that you meet the eligibility criteria and consider how your talents can be of service at the mission site.
3. Complete the downloadable NDIV Program Application.
4. Submit your application packet (including letters of reference or contact information for those who will be submitting them) to your regional coordinator as listed below.

Applicants east of the Mississippi contact:

Sr. Mary Ethel Parrott
Notre Dame Academy
1699 Hilton Drive
Covington, KY 41011
parrottm@ndapandas.org
859-292-7727
Fax (859-292-7722)

Applicants west of the Mississippi contact:

Sr. Betty Mae Bienlein
Notre Dame Center
1776 Hendrix Avenue
Thousand Oaks, CA 91360
bmsnd@aol.com
805-917-3711
Fax (805-379-3616)

5. Your regional coordinator will contact you after receiving your application and references.
6. If you seem to be a suitable candidate and have skills that match the current needs of the mission, we will arrange a personal interview to further explore your candidacy. This will probably involve direct contact with some of the Sisters of Notre Dame.
7. If it seems likely that there is a match with the NDIV program and that a position will be available, you will be asked to participate in a multicultural educational/training program.
8. Upon successful completion of the program, you will be invited to complete your commitment by signing a service agreement and a liability waiver.
9. You will participate in a missioning ceremony after which your year of service will soon begin.