

## **Mission Statement**

Friendship House Fayetteville supports young adults with intellectual and developmental disabilities and their families by offering intentional transitional living. This faith-based community is centered around shared meals and fellowship, fostering a daily routine that includes eating, praying, and celebrating together.

## **Friendship House Fayetteville Model**

Friendship House was originally established in Holland, Michigan, on the campus of Western Theological Seminary. Employment Source North Carolina, in collaboration with various community stakeholders, replicated this unique model to create Friendship House in Fayetteville, North Carolina—making it the fifth Friendship House in the world! This specialized faith-based model emphasizes communal interdependence and fosters an atmosphere of belonging for all residents.



Each of the three homes has two apartment suites. Three college students or professionals live in each suite with one “Friend resident.” Friend residents are young adults with intellectual and developmental disabilities (I/DD), such as Down Syndrome or Autism. As a gateway to independent living, friend residents are expected to maintain part-time jobs and/or be actively engaged in job development services and be able to take care of themselves. Students/professionals live as housemates and friends, setting positive examples and helping foster the independence of friend residents.





## **Resident Admission Requirements Role & Expectations**

The core members of Friendship House are the Friend Residents. These are young adults with intellectual and developmental disabilities who, with the support of their families, housemates, and rehabilitation staff, are prepared to seek part-time jobs or significant volunteer opportunities in the community. They focus on learning to care for themselves, building friendships with housemates, and participating in community life at Friendship House as much as possible. Additionally, they aim to develop their independent living skills. Students/professionals also reside at Friendship House, serving as friends, mentors, and roommates, and sharing life.

### **Admission Requirements**

- Age range is 21 to 40 (1-year lease minimum).
- Has the financial resources for monthly rent (**\$475 per month, including utilities**).
- Current college student or professional.
- Clear a background check and drug test.
- Applicant expresses the desire to live in the Friendship House community and serve as a friend setting positive examples to Friend Residents young adults with intellectual and developmental disabilities (IDD).
- Willing to be supportive in reinforcing independent living skills for friend residents and providing feedback to Employment Source staff for assessing the goals and progress of the Friend resident.
- Participate to the best of your ability in the rhythm of the Friendship House community of *Eat, Pray, Celebrate* by coming together in weekly prayer and dinner fellowship with housemates.

### **Role and Expectations:**

- Be a friend.
- Student residents are neither qualified nor required to be caretakers of Friend Residents (i.e., medical conditions or services that require onsite caretaking).
- Set positive examples and interact to the best of your ability with Friend Residents during the time of stay.
- Maintain a daily and weekly presence within the apartment and/or house, participating to the best of your ability in the rhythm of the community.
- Taking the initiative to invite Friend residents and others to engage in fellowship and activities, participating in the celebrations of the community, and engaging intentionally with housemates.
- Managing your schedule in conjunction with actively being present and involved in living with Friends, and roommates.
- Respect housemates and understand their roles while helping to foster Friend Residents to grow independent living skills and a sense of belonging.



## **Code of Ethics/Apartment Rules**

### **Shared Items**

- Cleaning items
- Furniture
- Pots, pans, kitchen items, etc.
- Television (communal living area)

### **Personal Property/Space**

- Individual property is off limits to other housemates.
- Do not go into your housemate's room for any reason unless your housemate asks you to do so.
- Bedroom doors are to be closed when you are not home. This establishes boundaries that your room is off-limits.
- Personal belongings should stay in the bedroom and not infiltrate the rest of the house.
- Respect each other's privacy and establish guidelines for quiet hours. Adhering to the city noise ordinance is required.

### **Over Night Guest**

- Friends/family are allowed to spend the night occasionally.
- Overnight guests are limited to no more than five consecutive nights.
- You are to notify fellow housemates and the Program Manager of overnight guests.
- Guests are NOT permitted to: move belongings in, move or relocate any belongings of other housemates, help themselves to other housemate's food, drinks or personal items, or disrupt the rhythm of the community in any way. Guest must be respectful to other residents at all times. Any violations are to be reported to the Program Manager who will address the situation accordingly.

### **Cleaning**

- Designate and agree upon chores and responsibilities among apartment housemates.
- All housemates are to clean up behind themselves at all times in shared spaces, i.e. bathroom, kitchen/appliances, front room, dining room, etc.

### **Common Courtesy**

- Tell your housemates where you are going and when to expect you back or leave a note. Ensure you exchange phone numbers with your roommate and hang emergency numbers on the refrigerator.
- If housemates plan meals together, they should split grocery expenses or share items such as eggs, milk, condiments, and bread.
- Remember to be honest, respectful, and responsible. Desire to maximize interdependent living and social skills and participate in the rhythm of the Friendship House Fayetteville community.
- Pets are NOT permitted with the exception to the NC ADA Service Animal Law.



### **Alcohol/Drugs/Tobacco**

- Alcohol is permitted but must be used in a respectful manner and not excessively.
- Alcohol must not be left in the kitchen or communal living space for others to have access.
- Alcohol consumption is NOT allowed for anyone under 21 years of age.
- Friend Residents that are under guardianship, are prohibited from consuming alcohol without their guardian's permission.
- If alcohol becomes used in a manner that the other housemates, Program Manager, or Employment Source staff do not feel comfortable with, it could lead to a ban on alcohol within the apartment.
- Friendship House is a tobacco-free campus. This includes all smokeless tobacco and vaping.
- Weapons of any kind, i.e. guns, knives, etc., are NOT permitted by anyone at any time.
- Illegal drugs or drug use will NOT be tolerated.

### **TERMINATION AND REMOVAL FROM THE PROGRAM**

Employment Source has a zero-tolerance policy. If an incident occurs, it will be thoroughly investigated and handled accordingly.

The following are some examples for termination from the program. (This list may not be complete, and Employment Source has the right to change, add or remove items as we see fit).

- **Theft** - Stealing from anyone can result not only in termination from the program, but legal action may also be taken.
- **Sexual harassment** – This can vary in severity from unwanted comments to unwanted physical touch. We take any accusations of sexual harassment seriously and an investigation will be done. Some forms of sexual harassment may also be punishable by law.
- **Physical, verbal, and emotional violence** – Examples are, physical force or striking another individual, using inappropriate language, prejudicial behavior, and emotional abuse through berating an individual to name a few.
- **Substance abuse** - Includes misusing of alcohol or illegal drugs of any kind on the Friendship House property.
- **Damaging property** - This may include intentionally or unintentionally breaking or destruction of Employment Source/Friendship House equipment or property through careless conduct.

☐ **I acknowledge and agree to the roles, expectations, and code of ethics as a student/professional resident at Friendship House Fayetteville. As student/professional resident, I am responsible for adhering to the stated requirements. I understand that breaching these requirements will result in disciplinary action, including potential removal from Friendship House Fayetteville.**

Student/Professional Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## **Student/Professional Resident Information**

Date: \_\_\_\_\_

**Information contained on this form is PHI/PII and confidential. The material may be covered under The Privacy Act, 5. USC 55261 and the HIPPA (PL 104-191). Unlawful viewing or release may result in fines of up to \$5,000.**

### **APPLICANT INFORMATION**

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Current Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Sex: Female: ☐ Male: ☐ (check box)

Social Security: # \_\_\_\_\_ Marital Status: \_\_\_\_\_

### **Categories that best describe you: (Optional)**

White: ☐ Hispanic/Latin/Spanish: ☐ Black/African American: ☐ Asian: ☐ Middle Eastern: ☐

American Indian/Alaska Native: ☐ Native Hawaiian/Other Pacific Islander: ☐

Other race/ethnicity or origin: ☐



**PLEASE ANSWER THE FOLLOWING QUESTIONS WITH AS MUCH DETAIL AS YOU CAN:**

**Please Type Or Print Legibly.**

<b>1</b>	<b>What motivates you to live at Friendship House Fayetteville, and what do you hope to achieve by residing here?</b>
<b>2</b>	<b>What do you hope to contribute as a resident at Friendship House Fayetteville?</b>
<b>3</b>	<b>Are there specific experiences that may have drawn you to live at Friendship House Fayetteville?</b>
<b>4</b>	<b>We would appreciate any insights you may have regarding special needs or developmentally delayed populations. While experience in this area is not required, your thoughts and perspectives would be greatly valued.</b>
<b>5</b>	<b>Do you have any additional information about yourself and why you would be a good fit as a student/professional at Friendship House Fayetteville?</b>





**\*\* INSTITUTIONAL SCHOLARSHIPS \*\***

***You must be an employee or student at the respective institution to apply for these scholarships.***

- ☐ Cape Fear Valley Health    ☐ Methodist University    ☐ Fayetteville State University
- ☐ Not Interested at this time.

7	<b>Please complete this question only if you're apply for a scholarship from any of the above-named institutions. Describe how your background and skills make you a strong candidate for receiving this scholarship. Please provide specific details.</b>



## **Resident Background Check & Drug Screening Release**

Date: \_\_\_\_\_

**Please fill out the following information and release permission for Friendship House Fayetteville to run a background check. Information contained on this form is PHI/P11 and confidential. The material may be covered under The Privacy Act, 5. USC 55261 and the HIPPA (PL 104-191). Unlawful viewing or release may result in fines of up to \$5,000.**

Full Legal Name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

**Provide current and then most recent prior residence:**

Address (1): \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Dates of Residence: \_\_\_\_\_

Address (2): \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Dates of Residence: \_\_\_\_\_

**As partners of Friendship House Fayetteville, I permit the Employment Source office to use my personal information to run a background check and drug screening as part of my application to Friendship House Fayetteville.**

Signature of Student/Professional: \_\_\_\_\_





## Reference Information

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Please provide the names, addresses, phone numbers, and relationship to the applicant of three persons not related to you for references.**

Name \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: Zip: \_\_\_\_\_

Phone/Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Name \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: Zip: \_\_\_\_\_

Phone/Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Name \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: Zip: \_\_\_\_\_

Phone/Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**Your signatures below authorize the Friendship House Assessment Team and the above-listed contact persons to confirm and share information openly about the above applicant.**

Student/Professional Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return the application to:  
Employment Source**

600 Ames St. Fayetteville, NC 28301

**Or email to:**

[FriendshipHouse@EmploymentSource.org](mailto:FriendshipHouse@EmploymentSource.org)

Following the thorough review of the application, the individual will receive a notification indicating the scheduled pre-interview and tour of Friendship House. During the pre-interview, the candidate will have the opportunity to discuss any questions or concerns they may have regarding the role and the residency program.

If the applicant is ultimately chosen to continue the selection process, an online interview will be scheduled with the Friendship House Executive Committee. If selected for residency the candidate will have to go through a background check, drug testing, and possibly a DMV check. The candidate will be required to sign a formal contract and lease agreement. This documentation will outline the terms and conditions of their residency, including any obligations, rights, and responsibilities associated with the position. Candidates should read through the contract carefully before signing to ensure mutual understanding and agreement.

