



NASHERY'S GLOBAL INITIATIVE (NGI)



VOLUNTEER HANDBOOK & ORIENTATION GUIDE



NGI

TRANSFORMING LIVES THROUGH COMPASSION, FAITH AND PURPOSE



Nashery's Global Initiative (NGI) is a nonprofit organization committed to transforming lives through compassion, faith, and purpose. We are dedicated to restoring dignity, empowering communities, and creating lasting impact in the lives of orphans, the less privileged, vulnerable individuals and everyone who need us most.

Through our various arms; including outreach to orphanage and welfare home, educational and vocational academy, youth conferences, free medical services, food support initiatives, and investment empowerment programs. we operate as one unified body with a single vision: to glorify God by serving humanity.

Every meal shared, every child educated, every life healed, and every dream empowered is a testimony of hope, purpose, and grace. Whether you're reaching out for support, partnership, or to volunteer, you are welcome to be part of this vision that is changing lives across communities.

Together, we are transforming lives through compassion, faith and purpose.

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1. INTRODUCTION TO NGI

Nashery's Global Initiative (NGI) is a non-governmental, non-political, and interfaith humanitarian movement committed to transforming lives across communities in Africa and beyond. We are passionate about social change, community development, and youth empowerment. NGI is driven by compassion, integrity, and the commitment to bring meaningful change through people-focused initiatives.

2. VISION, MISSION, AND CORE VALUES

Vision: To build a global network of volunteers who transform lives and communities through compassion, knowledge, and service.

Mission: To empower individuals and communities by creating sustainable development programs, nurturing talents, and promoting values that enhance human dignity and societal progress.

Core Values:

Compassion: We care for people genuinely and act to meet their needs.

Integrity: We maintain honesty, transparency, and accountability.

Excellence: We strive for high standards in all our engagements.

Unity in Diversity: We welcome people from all religions, tribes, and backgrounds.

Service: We are committed to selfless service and sacrificial leadership.

3. ORGANIZATIONAL STRUCTURE

NGI operates through a multi-tiered leadership structure to ensure effective coordination,

implementation, and communication:

Board of Trustees (BOT): Provides strategic direction and oversees compliance and ethics.

President: Represents NGI globally and chairs the Board of Trustees.

Chief Executive Officer (CEO): Leads the entire organization and approves all final programs and strategies.

Deputy CEO (Operational Manager): Oversees the day-to-day operation of all departments.

National Executive Council: Implements strategies, coordinates programs, and monitors state and zonal activities.

Regional Zonal Chairmen: Supervise state coordinators and ensure inter-state alignment.

State Coordinators and Executives: Manage NGI operations in each state.

LEADERSHIP EXIT & HANDOVER POLICY

At NGI, we recognize that leadership roles are a commitment of time, passion, and responsibility. However, if for any reason a leader (State Coordinator,

Executive Member, or Volunteer Leader) finds themselves unable to continue in their role due to relocation, increased responsibilities, or personal constraints, they are expected to follow due process for a smooth and responsible transition.

Guidelines:

1. Formal Notification:

The leader must submit a formal letter of resignation addressed to the Board of Directors through the National Executive Council, stating the reason for stepping down and the proposed date of exit.

2. Handover Preparation:

Before the exit is approved, the outgoing leader is expected to:

Identify and recruit a capable and committed individual from the volunteer base or team.

Provide basic training or orientation to the proposed successor.

Compile and submit all relevant documents, contacts, plans, and reports to both the new appointee and the national leadership.

3. Approval Process:

The proposed successor will be reviewed and approved by the National Executive Council in collaboration with the Zonal Chairman and the Board of Directors.

4. Final Release:

Only after fulfilling these conditions will the outgoing leader be officially released from their duties.

Note:

We are one family at NGI, and leadership is about service, not possession. Leaders are encouraged to transition gracefully, maintaining the spirit of unity, integrity, and continuity.

4. KEY DEPARTMENTS AND LEADERSHIP ROLES

General Secretary: Documentation, correspondence, and meeting records.

Financial & Fundraising Director: Manages all monetary resources and fundraising drives.

Program & Events Manager: Designs and coordinates state and national programs.

Volunteer Coordinators (1 & 2): Ensure volunteer recruitment, training, and engagement.

Public Relations Officer (P.R.O): Manages public

perception and media relations.

Information and Communication Officer: Handles internal communication and updates.

Web and Graphics Designer: Designs materials, flyers, banners, and visual content.

Social Media Manager: Manages NGI's online platforms and outreach.

5. ADVISORY BOARD OF TRUSTEES

The Advisory Board consists of experienced individuals from diverse sectors who provide mentorship, strategic guidance, and high-level oversight. Their decisions help shape NGI's long-term impact.

6. STATE AND ZONAL COORDINATION

Each of Nigeria's six geopolitical zones is managed by a Zonal Chairman. These chairmen oversee several state coordinators who are responsible for forming their state executive councils, leading local outreaches, and mobilizing volunteers. Zonal Chairmen report to the National Executive Council.

Each state coordinator is expected to:

Appoint a state executive team.

Create a State WhatsApp chapter group.

Mobilize volunteers and initiate local outreach programs.

Submit monthly reports.

7. VOLUNTEER EXPECTATIONS AND RESPONSIBILITIES

Actively participate in outreach programs.

Recruit and mentor other volunteers.

Submit reports through your state executives.

Maintain discipline, humility, and integrity.

Promote NGI in your local community.

Respect all faiths and ideologies.

Be responsive and active in your chapter's WhatsApp group.

CONFLICT RESOLUTION POLICY

At NGI, we are one family. Disagreements may arise, but we believe in addressing them with maturity, humility,

and love. Here's our process for handling conflicts:

1. Private Dialogue: First, speak privately with the person involved. Sometimes, a sincere conversation can resolve issues.

2. Report to Immediate Leader: If unresolved, report to your State Coordinator or Executive member in charge.

3. Escalate to National Council: If the matter is still unresolved, it should be documented and forwarded to the National Executive Council.

4. Final Arbitration: In severe cases, the Board of Trustees may step in for impartial resolution.

No gossip, public outbursts, or insults are permitted. Respect and confidentiality are to be maintained at all times.

DRESS CODE & EVENT CONDUCT

All volunteers are expected to maintain modest, neat, and appropriate appearances during NGI programs, especially in faith-based or interfaith environments.

Dress Code Guidelines:

Avoid revealing or offensive clothing.

Wear NGI-branded attire when available.

Dress according to the sensitivity of the program (e.g., modest for religious visits, clean and tidy for medical outreaches).

Conduct Guidelines:

Be punctual, respectful, and professional.

Avoid arguments, disrespectful language, or cliques.

Represent NGI values in speech and actions.

PARTNERSHIP & COLLABORATION GUIDELINES

If an individual, group, NGO, government body, or religious institution wants to collaborate with NGI, the following steps should be followed:

- 1. Politely receive their interest and thank them.**
- 2. Collect their contact information and a brief about the proposal.**
- 3. Refer them to the National Executive Council via your State Coordinator.**
- 4. Do not commit NGI to any partnership without official clearance.**

All partnerships must be documented and approved at the national level to preserve the organization's

credibility and values.

DATA PROTECTION AND PRIVACY

NGI respects the privacy of all volunteers. Names, phone numbers, and other personal data are collected strictly for internal coordination and planning purposes.

Data is not shared with third parties.

All records are used solely for NGI-related communication and administration.

Volunteers can request edits or removal of their information from databases at any time.

EMERGENCY PROTOCOLS

In case of emergencies during NGI events (e.g., medical, security, or weather-related), volunteers must:

- 1. Stay calm and protect lives first.**
- 2. Inform the closest team leader or State Executive immediately.**
- 3. Seek help from local emergency services if necessary.**
- 4. Document the incident and report it to the National Executive Council within 24 hours.**

5. Do not share photos or stories publicly until authorized.

Safety is our top priority.

MEDIA & PUBLICITY CONSENT

Photos and videos are often taken during NGI events to promote our work and celebrate impact. By participating in NGI activities, volunteers agree to allow the use of such media for publicity purposes unless they formally opt out by notifying their State Coordinator in writing.

ANNUAL NGI DAY / NGI VOLUNTEER WEEK

To promote unity and impact, NGI will introduce an Annual NGI Day / NGI Volunteer Week where all states will carry out synchronized activities nationwide, where by there will be activities throughout the week in each state.

This week will include:

Community outreaches.

Celebrations and awards.

NGI history and training sessions.

Volunteer appreciation and engagement.

Competition.

Seminar.

Giveaway.

Etc.

The date and theme will be announced each year by the National Executive Council.

NGI PLEDGE / VOLUNTEER OATH

This declaration be recited by all new volunteers as a sign of commitment to NGI's mission and values:

"I pledge to serve with compassion, humility, and integrity. I will uphold the vision of Nashery's Global Initiative, promote unity, and use my gifts to transform lives and communities. I am a proud NGI volunteer, committed to love, service, and purpose. Through me, God shall be glorified"

8. NGI PROGRAMS AND OUTREACH ACTIVITIES

Community Outreach: Awareness and educational campaigns on public health, hygiene, drug abuse, etc.

Religious Centers Visit: Sharing NGI's mission in churches and mosques.

Volunteer Mobilization: Hosting forums and events to engage new members.

School Outreach: Guiding students on career, leadership, and values.

Medical Outreach: Free health checks, education, and awareness (when applicable).

Skill Empowerment Workshops: Sessions on entrepreneurship, digital skills, etc.

Community Needs Assessment: Identifying issues in local communities.

Each state can choose their preferred outreach based on local needs and should have a unique banner to promote NGI.

9. COMMUNICATION POLICY

Only State Coordinators, National Executives, and Directors are allowed to post in national groups.

All general updates should be passed to state WhatsApp groups.

Volunteers can share contributions via the State

Coordinator or the National Social Media Manager.

If a member wants to share a message to the national group, they must first get approval.

10. REPORTING AND DOCUMENTATION

All state coordinators must:

Submit a monthly activity report using NGI's standard format.

Keep records of volunteer data, outreach photos, and event summaries.

Share reports with assigned Executive Council members.

Compile contact information of all state executives and submit to the national.

11. CODE OF CONDUCT AND ETHICS

Respect all members regardless of religion or ethnicity.

No form of harassment or discrimination is tolerated.

Misuse of NGI platforms for personal gain is prohibited.

Uphold confidentiality and respect organizational decisions.

Maintain moral integrity and lead by example.

12. DISCIPLINARY PROCESS

Offenses include:

Absenteeism without valid reasons.

Unauthorized financial activities.

Disrespect toward leadership.

Spreading false information.

Sanctions:

Written warning.

Suspension.

Removal from NGI (subject to review).

13. RECOGNITION AND OPPORTUNITIES

Annual Awards for Outstanding Volunteers.

Leadership training opportunities.

Networking with professionals and partner NGOs.

National recognition and certificates.

Featured interviews on NGI platforms.

UNITY ACROSS STATES & VOLUNTEER SUPPORT CULTURE

At Nashery's Global Initiative (NGI), we are one big family, united by purpose, love, and service. Whether you are a leader, a volunteer, or a partner, once you are part of NGI, you belong to a national family that looks out for one another across all states.

If you were part of NGI in one state and have now relocated or traveled to another part of Nigeria, it is your responsibility to reach out to the State Coordinator of your new location. This ensures that you are added to the state chapter WhatsApp group and continue participating in local activities.

Likewise, whenever a volunteer or leader from another state visits your state, please welcome them warmly, assist them in settling in (where applicable), and help them feel the NGI love. We expect all volunteers and coordinators to treat fellow members with hospitality and mutual respect, regardless of their background or location.

NGI is built on a culture of unity, openness, and inclusion, and as we grow, our ability to support each other from state to state is part of what makes our

movement unique and impactful.

Let's remember: we are not just an organization, we are a family.

14. HOW TO GET INVOLVED

Register via official NGI link/form.

Join your State Chapter WhatsApp Group.

Attend meetings, outreaches, and planning sessions.

Volunteer actively and represent NGI with excellence.

Invite others to register and volunteer.

15. FREQUENTLY ASKED QUESTIONS (FAQs)

Q: What is NGI?

A: NGI stands for Nashery's Global Initiative — a non-governmental, non-political, and interfaith humanitarian movement focused on transforming lives through compassion, knowledge, and service. It was founded to promote youth empowerment, community development, and social impact across Nigeria and beyond. NGI works through volunteers who are passionate about making a difference in areas such as

education, health, leadership, peacebuilding, and social reform.

Q: When was NGI founded, who is the founder, and why was it established?

A: Nashery's Global Initiative (NGI) was officially founded on February 13th, 2024 by Dr. Teme-ebi Iseoluwa Nashery. It was born out of a deep passion to see young people rise into purpose-driven leadership, impact their communities positively, and live for something greater than themselves.

The founder, after years of mentoring youths and observing the increasing social, moral, and leadership decline in many communities, felt a divine burden to establish a movement that will:

Unite passionate changemakers across faiths and regions,

Promote compassion, service, and social transformation, and

Empower volunteers to take bold steps toward healing and rebuilding society.

NGI started with a small team and has now grown into a national movement driven by selfless leaders and volunteers across Nigeria.

Q: Is NGI a religious organization?

A: No. NGI is interfaith and non-political. We welcome both Muslims and Christians and emphasize peace, love, and service.

Q: Do I need to pay money to volunteer?

A: No. Volunteering is free, but you may support with your time, skills, and resources.

Q: Can I suggest programs for my state?

A: Yes. State Coordinators and their teams can create programs tailored to their communities.

Q: Can a volunteer rise to leadership?

A: Yes. NGI promotes from within based on commitment, character, and results.

Q: Will I get a certificate?

A: Active volunteers may receive certificates of participation or recognition.

Q: What should I do if I move to another state?

A: Simply contact the NGI State Coordinator of your new location and request to be added to the state's WhatsApp group. This will help you stay informed and actively involved in outreach and planning activities.

Q: I'm visiting another state temporarily, can I attend NGI activities there?

A: Yes! You are encouraged to connect with the State Coordinator of that location. NGI members are always welcome to join activities in any state during travel or relocation.

Q: Am I allowed to join more than one state group?

A: You should primarily belong to the state where you reside. However, if you're frequently in another state due to travel, you may stay in touch with both groups as long as you're actively participating and adding value.

Q: How should I treat NGI volunteers visiting from other states?

A: With love, respect, and hospitality. NGI promotes a culture of unity, always be ready to receive fellow volunteers, help them settle in, and make them feel part of the local team.

16. CONTACT INFORMATION

For inquiries:

National Admin Line: +2349035046262

Email: nasherysglobalinitiative@gmail.com

Website: <https://ngi-weld.vercel.app/>

Official social media handles (Facebook, Instagram, Twitter): @nasherysglobalinitiative

THANK YOU FOR JOINING THE MOVEMENT TO TRANSFORM LIVES!

Together, we will make history and positively impact lives across the globe.