

“EVS Pro: Training for Coordinators and Supervisors of Longterm Volunteering Projects”

23 – 29 October 2017

Satigny/ Geneva, Switzerland/

Call for participants

Dear partners and participants,

SCI Switzerland would like to announce the training course for EVS/LTV coordinators and supervisors „EVS Pro“ which will take place in Satigny, close to Geneva, Switzerland between 23rd and 29th October 2017. The training course is designed to **support staff of EVS/LTV projects – coordinators and supervisors**, who would like to learn and know more about **ways and practical approaches of organizing and implementing longterm volunteering projects with high quality**. We are looking for **28 motivated participants**, nominated by the partner organizations or their local partners, who are willing to be actively participating and involved during the whole project. During 5 working days the group will get ready to improve the quality of the projects they coordinate and implement.

Please have a look at the description of the training course and if interested, apply online by **10th September 2017**.

About the project “EVS Pro”

Aim and objectives of the training course

The **aim** of the project is to **clarify all the steps of how to plan, organize and implement EVS/LTV projects of high quality** that will be implemented by the partner organizations.

Objectives:

- Increasing knowledge and information about the philosophy of volunteering and the possibility of implementing long term volunteering projects
- Providing information about the minimum standards of EVS projects, rights, responsibilities and roles of the main stakeholders
- Clarifying the support systems and the roles included
- Acquiring new tools for supporting the learning development of the volunteers during the projects

- Getting into the details of how processes could be efficiently structured through the whole cycle of the project - preparation, application, implementation, evaluation, follow-up activities, next steps
- Sharing of practical tips and tricks for raising the quality of the projects to be implemented
- Sharing of good and bad practices giving a learning opportunity and ideas for improvement
- Creating a space for future exchange of longterm volunteers among the partners

Annex - Draft program of the training

Dates and venue of the training course

The training will take place from **23rd till 29th October 2017** (5 full working days, 23rd arrival and 29th departure day) in **Satigny, close to Geneva, Switzerland**. The venue will be the [Scout centre Les Pérouses](#), near Satigny village in the lovely green countryside of Geneva canton. The accommodation is organized in shared dormitories, while a dedicated cooking team of volunteers will take care about joint meals and coffee breaks. The workspace will be organized in a spacious seminar room, hoping to have good Swiss autumn weather in order to enjoy the outdoor spaces within the center. The profile of the facility is perfect for a hardworking team, which we hope to gather, having also in mind that the noise after 10 pm must be led down to minimum.

Partner countries, organizations, participants and staff

SCI Switzerland – 2 participants, 2 staff	CVS-Bulgaria – 2 staff
ICYE Switzerland – 2 participants	SWIT Ukraine – 2 participants
Verein Gemeinschaft Schloss Glarisegg– 2 participants Genossenschaft Ökodorf Sennrüti GOS– 2 participants	VSFr association Tunisia– 2 participants
INEX Czech Republic - 2 participants	OWA Poland – 2 participants
SCI Italy – 2 participants	Utilapu Hungary – 2 participants
EstYES Estonia – 2 participants	SCI Austria – 2 participant
SCI Catalunya – 2 participants	IVS Great Britain – 2 participants

Profile of the participants

The training course is for **coordinators and supervisors** from organizations, willing to start to work or currently working with EVS and LTV volunteers.

Working language of the activities – English

Travel costs - Reimbursement of the travel tickets will be done according to the rules of the Erasmus+ programme and at receipt of original documents, after the project is completed. The maximum sum for international participants is 400 CHF and 50 CHF for Swiss participants.

Insurance is provided within the training course. If you have an **individual insurance** or a European Health Card, please bring them along. You are also welcome to organise an individual insurance for yourself, if you don't have one and wish to do so.

All participants will receive **certificate** upon successful completion of the training.

Application procedure

If you are interested in participating, apply by **10.09.2017** filling in the online application form:

<http://bit.ly/2wu8CnZ>

The final selection will be done by the prep team although priority will be given to candidates proposed by the Partner Organisations as long as their application is submitted within the deadline and the candidates profile fits with the profile proposed on this call.

Selected participants will be informed by **14.09.2017**. All applicants will be informed about the final decision.

For any further questions, please contact us at evspro17@scich.org

We hope to see you soon,
“EVS Pro” training course prep team
Marc, Natalie, Katerina and Vera

Annex - Draft program of the training

Training course “EVS Pro: Training for Coordinators and Supervisors of Longterm Volunteering Projects”

23rd – 29th October 2017, Satigny /Geneva, Switzerland/

	23.10.2017 (Monday)	24.10.2017 (Tuesday)	25.10.2017 (Wednesday)	26.10.2017 (Thursday)	27.10.2017 (Friday)	28.10.2017 (Saturday)	29.10.2017 (Sunday)
8.00 - 9.00	ARRIVAL	<i>Breakfast</i>	<i>Breakfast</i>	<i>Breakfast</i>	<i>Breakfast</i>	<i>Breakfast</i>	<i>Breakfast</i>
9.30 - 11.00		Why are we here: Our training - Aims, objectives, program, burning questions, best hopes	EVS philosophy: Service and Learning (Giving and gaining)	Support systems: Coordinator, Supervisor and Mentor	Challenges in EVS: Case studies and problem solving	Open space: Further topics to discuss and practise	DEPARTURE
11.30 - 13.00		Group Building: Icebreaking and Team building	EVS project cycle: Phases and milestones	Best practices: Sharing and exchanging of experiences	Intercultural Communication: Intercultural communication; Conflict transformation and non-violent communication	Learning support throughout EVS: Instruments to support learning, reflection and certificate creation	

13.00 - 14.30		<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	
14.30 - 16.00		Organizations Story Book: Preparation of the books representing the experience of the partner organizations	EVS stakeholders: Who are they The Volunteer	Free afternoon	Quality in EVS Projects: Tips and tricks for quality EVS projects and partnership	Follow-up: Future networking, project partnerships and matchmaking	
16.30 - 18.00	Intro: Welcome and Getting to know each other	Organizations Story Book: Reading and sharing Reflection Group	EVS stakeholders: Right, responsibilities, roles Focus on Coordinating, Receiving and Sending organizations Reflection Group	Free afternoon	EVS Pro Coordinator Agenda: Creation Reflection Group	Individual planning Evaluation and closure	
19.00 - 20.00	<i>Dinner</i>	<i>Dinner</i>	<i>Dinner</i>	<i>Dinner</i>	<i>Dinner</i>	<i>Dinner</i>	
20.30 - ...	Welcome evening: Get to know each other further	Pro Evening: Guess My Passion	Pro Evening: Hot chair - EVS Guests	Free Evening	Pro Evening: Participants 'choice	ProActive Goodbye Party	