

Infosheet

Service Civil International (SCI) Workcamp Coordinator Seminar 2025

Bad Nauheim near Frankfurt (Main), 28 May – 2 June, 2025

Hallo, dear applicant ☺ We're happy the you are interested to join our nice and cosy seminar!

This is a **first information** for you. Some details might still change. You will receive more info after your acceptance for this activity.

GENERAL INFO

The Workcamp coordinator seminar is about the **coordination and leadership of international Workcamps**. We hope that after your seminar, you will be interested to coordinate an international Workcamp with SCI* and its partner organisations.

The seminar begins with your arrival day in the afternoon on 28 May. It ends around noon on 2 June (5 nights, 5 full working days). **It is obligatory that you stay and join the program for its full duration.**

During the seminar, you will live under **simple conditions** as a group, just as you will do in an SCI Workcamp. You will organise and prepare your own meals and you will be jointly responsible for a nice and comfortable group atmosphere. We are looking forward to you active involvement, especially if you already have experience with international groups, Workcamps or voluntary work.

Two **experienced Workcamp coordinators** and SCI volunteers will guide you through the program.

After an introduction, get-to-knows and the creation of a group agreement, they will present you with the pedagogical bases for running Workcamps with international groups, leadership styles, conflict resolution options, (innovative) methods of peace education in Workcamps and organisational-technical aspects as well. Besides, we also want to deepen some topics related to climate justice and social justice (peace and climate change, sustainability etc.). Last but not least we will encourage you to live in an eco-friendly and sustainable way during the seminar. And of course, we will have a lot of fun together.

The seminar language will be **English** and there will be around 15-20 international participants.

ACCOMMODATION

We will stay at

Landesbüro VCP Hessen

Johannisberg 12

D-61231 Bad Nauheim

<https://hessen.vcp.de/landeszentren/bad-nauheim/>

The venue is beautifully situated on the slope of the **Johannisberg in Bad Nauheim** with a fantastic view over the Wetterau as far as Frankfurt. You will sleep in a **cosy dorm** (shared room) of 5-8 beds.

👂 Your preferences regarding your room mates will be respected.

- 👉 You need to bring your **own bedsheets** (for pillow, blanket and mattress cover), or you can rent it for a fee of 6,-€. Sleeping bags only are not allowed for hygienic reasons.

Showers and Toilets are shared with the group. You and your roommates are responsible for leaving your room tidy and clean before you depart.

FOOD

Food will be **self-catered** and you will be jointly responsible for a good and healthy nutrition. Preparing meals together is part of the learning and a nice process for everyone to get to know more about each other and each other's customs and habits. At the beginning of the seminar, you will agree on small groups who will prepare the meals, do the shopping, cutting, cleaning etc.

We encourage our groups to use **vegetarian or vegan meals**, to mitigate the climate crisis and because it's healthy and delicious. Please also make sure you use up any leftovers. You will agree on this during the seminar. You can find inspiration here: <https://sci-d.de/dailyplate-project>

At the end of the seminar, the whole group is responsible for the cleaning of the kitchen and of the common rooms (broom-clean).

WHAT TO BRING

- 👉 **Bedclothes** for pillow, blanket and mattress cover (sleeping bags are not allowed for hygienic reasons); can also be rented for a fee of 6,- €
- 👉 **Towels**
- 👉 **Slippers**
- 👉 **Warm clothes**, spring can still be cold in Germany
- 👉 A (tasty) non-alcoholic speciality from your region, your family or your own creation for our coffee breaks
- 👉 Some writing material. If you have, also some coloured pencils or the like.
- 👉 Ideas for our evenings: music, games, photos, ...
- 👉 Ideas and nice vegetarian / vegan recipes for cooking, if possible
- 👉 **AND ... most important:** your good mood, creativity and interest to spend a colourful, interesting, exciting... just a great time with great new people to meet!

HOW TO GET THERE?

We encourage all our participants to use **sustainable means of travel** to mitigate the climate crisis. If you can, please avoid flying!

Please make sure that you reach the venue at the arrival day in the early afternoon.

You best travel via Frankfurt(Main) airport or main station (Hbf) and take a regional train from there to Bad Nauheim.

- From **Frankfurt(Main) Hbf**: RE, S or HLB trains, approx.. 30-50 mins. Do not use IC (it's expensive).
- From **Frankfurt Airport**: via Frankfurt(Main) Hbf and then with RE; S or HLB trains. You can also take the expensive ICE or IC, but best book it together with your flight ticket.

These websites may help you with your travel plans: www.reiseauskunft.bahn.de or <https://www.bahn.com/en>

From the **station Bad Nauheim** go straight ahead to Bahnhofsallee by crossing Frankfurter Straße, keep walking until the end of Bahnhofsallee. Turn left into Ludwigstraße and then Parkstraße. At the end of Parkstraße use the stairs in direction to the Café Johannisberg, by crossing Höhenweg. Keep walking until the last house with the green folding shutters. It is a small hike of 1.5kms and there will be a slope and stairs at the end. Make sure you can handle your luggage (mind the bed sheets...).

Alternative: You can take a bus from Bad Nauheim Bahnhof to Bad Nauheim Rathaus or Aliceplatz and walk the rest from there.

Bus info: <https://www.rmv.de/c/en/timetables/search-for-route-tips/result-of-individual-enquiry>

Uber does not operate reliably in Bad Nauheim. If you can coordinate as a group, you can order a [taxi](#) at +49 6032 5555 or +49 6032 5656. Taxis are expensive, so make sure you share the costs.

The team will be available via an **emergency number** in case you need help. We will provide the number to you later.

Do not plan your departure before noon on the final day. You will lose your funding! The minimum for funding is five full seminar days.

If you have read the information so far and if you agree to the terms above, please register via the [Registration Form](#) and leave us a ☺!

WHO ARE WE?

***Service Civil International (SCI)** is one of the world's largest international volunteering organisations with more than hundred years of experience in coordinating short and long term volunteering projects. Through volunteer exchanges we help break down barriers and prejudices between people of different social, cultural and national backgrounds and promote a "culture of peace". Our work is based on the belief that all people are capable of living together and co-operating with mutual respect and without recourse to violence to solve conflict. Through international voluntary work, we aim to give people the chance to experience this way of living while contributing in a useful manner to the community.

This seminar is organised by the **German branch of SCI**, in partnership with your national sending organisation.

COSTS REIMBURSEMENT

Keep all your tickets, boarding passes, and invoices, either in an electronic or printed form! You have to hand them to us to get your reimbursement.

We will send you **a link to upload all your tickets** and the travel reimbursement form shortly before the activity.

Visa costs will be reimbursed 100% after submission of the original documents.

Travel costs will be reimbursed based on real costs, **up to the maximum amounts*** indicated in the rules of the Erasmus+ Programme **after the following conditions are met:**

- 📄 you send us your travel documents (original or scanned via the provided link),
- 📄 you fill in the obligatory Erasmus+ participant survey (5-15 minutes, will be sent to you by email),
- 📄 your country team writes an article OR Social Media post (with the link) about the activity, to be shared by SCI with a wider public.

We will reimburse you after the event via a bank transfer (please provide a **SEPA account** if possible).
This might take up to 2 months!!

You should travel from the country of your sending organisation and back. If this is not the case, get in touch with us so that we can check if you are eligible for travel reimbursement.

You may stay in Germany for **up to 5 days** (Sundays do not count) **before or after the dates of the activity at your own expense.**

Note that only the **most economical means of transport/fares** are covered by the project (no first-class tickets). Costs for using a **taxi** (Uber, Bolt, etc.) and **private group transfer** to the airport (e.g. GoOpti) are **NOT** reimbursed.

Please determine **your travel distance** using the [Erasmus+ Distance Calculator](#). The distance is calculated as the linear one-way distance between your place of departure and the activity location. We assume that all travel distances that are less than 500 km will be covered by **low-emission means of transport** ("Green Travel"*). We do not reimburse any flights within Germany!

The maximum reimbursement amounts are:

Distance	Green Travel (train, bus, bicycle, shared car, foot,...)*	Non-environmentally friendly travel (flights, car, motorbike,...)
10 - 99 km	56 EUR	28 EUR
100 - 499 km	285 EUR	211 EUR
500 - 1.999 km	417 EUR	309 EUR
2.000 - 2.999 km	535 EUR	395 EUR
3.000 - 3.999 km	785 EUR	580 EUR
4.000 - 7.999 km	1.188 EUR	1188 EUR
> 8.000 km	1.735 EUR	1.735 EUR

***NOTE on Green Travel:** Not every country/participant is eligible for the Green Travel Reimbursement. Contact us to confirm if you're eligible for the higher reimbursement rates.

Green travel means **that over 50% of your journey needs to be done overland – by train, bus, bicycle, shared car, or on foot, ...** This is an initiative promoted by Erasmus+ and numerous youth projects use the *green travel policy* as a standard now. For participants from **Germany**, green travel is **obligatory** (we will not reimburse non-green travel).

For participants from **countries neighbouring Germany**, green travel is **highly recommended**. Get in

touch with us if you have any questions!

While planning your overland journey, you can check different travel options at [Rome2rio.com](https://www.rome2rio.com). [Flixbus](https://www.flixbus.com) also has a vast network of bus routes and NS International.

What is more, for *green travel* participants, if you have a long way ahead and need a stopover, we can provide **reimbursement of accommodation costs on the way** to the amount of 30 EUR per night, one night each way. You need to keep the hostel receipt.

The additional accommodation needs to fit within the general maximum reimbursement amount.

If you choose a shared car, most likely you will not receive any invoice/ticket. Instead, make a screenshot of the reservation (e.g. in a BlaBlaCar App) that also indicates the price. If this is not possible, you will be asked to sign a declaration on the costs incurred.

INSURANCE

In case you have your own EU health insurance card, your own health insurance will be relevant in case of any health issues or medical needs. We oblige the participants from EU countries to bring their **European Health Insurance Cards** as they will be used as a primary source of insurance.

Other participants without EU insurance will be insured via SCI: We will provide you with AXA Winterthur insurance **for the time of the activity**. It covers medical costs in case of illness or accident at the training. It does not cover the travel period, nor does it include third-party liability insurance. Read the insurance info sheet [here](#).

You may be asked to pay in advance for medical treatment. Medication sold over the counter in pharmacies is generally not reimbursed by insurance companies. Make sure to always keep a written confirmation of a visit to a doctor.

Should you wish, you can also organise individual travel insurance for yourself at your own cost.

Our travel reimbursement **will not cover cancelled tickets or tickets for participants who do not show up at the training**. Consider buying (at your private cost) travel insurance for your tickets in case you cannot participate in the training for personal reasons.

OTHER COSTS

The activity is **free of charge** thanks to the co- financing by the European Union. However, since every sending organisation follows different guidelines on youth exchange participation, some partners may ask for a **small sending fee** to cover their placement costs. Please check with the relevant organisation.

Naturally, you need to pay for your **private expenses**, e.g. if you decide to buy a drink in the shop or sightsee on a free afternoon.

CONTACT

Your **contact person** at SCI Germany is Britta Lang-Azizi, britta.lang-azizi@sci-d.de.