



# Volunteer Guide

## What are the requirements for a volunteer working at the Youth Club?

- Desire to work with youth aged 13+;
- Have the desire and interest to communicate with youth;
- Recognize the mood of each young person;
- Be empathetic, tolerant, understanding, honest, and open in relation to youth.

## What does a volunteer do in the IZUM Youth Club (Youth Room) with young people?

- Communicates with young people (initiates dialogue);
- Establishes trusting relationships with young people;
- Must be open to exchanging their culture with young people through various activities, workshops, or just informal daily communication;
- Involves young people in activities offered by the organization and other youth workers;
- Encourages young people to show initiative and helps them implement their ideas;
- Sets an example to follow;
- Listens to young people, shows interest in their opinions and feelings, supports them;
- Is friendly with young people but sets personal boundaries;
- Shows initiative and conducts events/workshops for young people (at least 1 event per month and at least 1 workshop during the volunteer service);
- Participates in organization's celebrations and other events.

## What does a IZUM Youth Club Volunteer NOT do?

- Does not act as a detached observer or mentor;
- Does not argue or insist on being right;
- Does not suppress young people with their authority;
- Does not leave during their working hours;
- Does not engage in unrelated matters during their working hours.

## What are the requirements for a volunteer working at the ABC School?

- Understand the age features of children aged 4-6.
- Have a desire and interest in communicating with preschool children.
- Accept the mood of each child.
- Be empathetic, tolerant, understanding, honest, and open in dealing with children.

## What does a volunteer do with children at school (in the classroom)?

- Establish trusting relationships with children;
- Support children emotionally;
- Help resolve conflicts and problems;
- Be an example for children;
- Listen to children carefully, show interest in their opinions and feelings, support them and encourage their self-expression;
- Always be with the children in the process, acting as an equal participant in the process: completing tasks, participating in the relay race, playing outdoors, reading a book (not for them, but their own) in the library, drawing their drawing, having breakfast/lunch with the children at the table, etc;
- Be aware of the affairs of each child and share their own affairs, secrets and feelings with them, remember and tell, for example or to support the child, similar situations from their own childhood;
- Be kind to children, but set their own personal boundaries;
- Take initiative and find a role and place for themselves in the current process;
- Accompany children on excursions, participate in holidays and other events;
- If a child leaves the general process, the Friend gently tries to return them or stays with them in the activity that the student has chosen, without interfering with the general activity.

## What does a ABC School volunteer NOT do?

- Does not fulfill the role of a teacher, assistant, detached observer or mentor;
- Does not argue or defend their point of view;
- Does not suppress the child with their authority;
- Does not leave the children during their working hours.

## What are the requirements for a person fulfilling the role of the Camp worker?

- Be an active person who likes to get involved with every kind of activities;
- Be open mind for interact with any kind of kid or youngster;
- Be able to adapt to any kind of situation;
- Have initiative to propose different activities;
- Be ready to work in team;
- Be responsible to take care and look after kids and youngsters.

## What does a camp worker do at the Camp?

- Take care and conduct a whole group of kids/youngster in their camp experience;
- Guide the group during the period;
- Propose and conduct activities with the group;
- Lead games for the group;
- Create a safe environment for the group;
- Work with the coworker;
- Listen to children/youngsters carefully, show interest in their opinions and feelings, support them and encourage their self-expression;
- Take initiative in the different activities that the group would like to join;
- Be active participant during the whole period;
- Lead reflection sessions;
- Use the non-formal education for the activities;
- Help to solve different problems/conflicts that can appear;
- Give freedom to the group to be who they are;
- Be aware of the security and safety of the group;
- Motivate the group to participate actively in all the activities;
- Share the important information about the kids with the coworkers;
- Treat everyone in the same way.

## What does a Camp Volunteer NOT do?

- Don't push the kids/youngsters to do things they are not ready for;
- Don't put your own interest or ideas over the group ones;
- Don't argue with the coworkers;
- Don't leave the kids/youngsters alone or without supervision.

## What are the requirements of a volunteer at the Hobby School?

- Be proactive and use your initiative to help the main teacher of the class you will work in;
- Have a desire and interest to be a part of the classes;
- Accept the mood of each child can change, and empathise with that. Some days the kids are motivated to learn, and others they may need encouragement;
- Be tolerant, understanding, honest, and most importantly, patient;
- Be ready to learn for yourself! You aren't going to need to be a world class artist to work in the drawing class, or an Oscar nominee to do the theatre class;
- To support the lead teacher and bring new ideas to the table. More on this later.

## What does a volunteer do with children at the Hobby School (in the classroom)?

- Establish trust and relationships with the students;
- Make them feel confident to participate;
- Support students in their learning while making them feel comfortable;
- Help resolve conflicts and problems. Make sure that the main teacher is able to continue the lesson;
- Be an example for students. Especially in subjects like English, you can show them why it is important to study in order to get opportunities (like volunteering abroad!);
- Listen to students carefully, show interest in their opinions and feelings, support them and encourage their self-expression. Help the kids build an open mind;
- If a child isn't participating in the lesson, the volunteer tries to bring them back or offer to help them with the activity without disrupting the general activity;
- Smile, be positive, and make the students laugh.

## What does a Huvikool volunteer NOT do?

- Does not fulfil the role of a teacher (generally speaking, but you may be asked to cover lessons if you feel confident, or offer some ideas for study). Don't worry, you do not need to be a qualified teacher;
- Does not overly argue with students or lose your temper;
- Does not deliver punishment to the students;
- Does not leave the children unattended for long periods during the lesson. You of course may go to the bathroom or to collect lesson aids, but don't disappear for half the lesson.