

C. predeparture activities

INFOSHEET

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how to use this form?

This form is about the Predeparture Training you offer to your ESC volunteers. You are asked not only to describe your activities, but also to attach all relevant documents that you use as part of the predeparture training. You can think of the material and instruments you use to inform about the formal aspects of the program (INFO KIT, Cigna, Activity Agreement) and to discuss the more “soft” topics like learning objectives and expectations.

Some questions which can help you to reflect on your activities:

1. Organisation of the predeparture activities: how many meetings do you foresee? Are the meetings organized individually or in groups, face to face or on-line? Is the predeparture training organisation different for youth with fewer opportunities? Is participating in the training compulsory?
2. Topics of the predeparture activities: what are the topics of your predeparture training? How do you manage the training activities related to the formal aspects of the program (INFO KIT, Cigna, Activity Agreement)? How do you handle topics like expectations, intercultural learning and defining learning objectives?
3. Human resources: who are the staff members involved in the predeparture training? How do you create a trustful relationship? Do you involve ex-volunteers in your preparation activities? If yes, how?
4. Communication with the hosting / lead organisation: do you usually organize some common predeparture meetings with the hosting / lead organisation? (How) do you communicate the outcome of the predeparture training to the hosting and to the lead organisation?

how?

what?

who?

when?