



PRINCIPLES and RESPONSIBILITIES OF THE HOST ORGANSATION



Host organisations wishing to host a volunteer in the framework of the IVY initiative are expected to adhere to the principles of IVY and deploy the volunteers in line with the objectives of the volunteering programme, as follows:





OBJECTIVES OF IVY:

- **promote** concrete **achievements** within Interreg programmes and projects;
- strengthen the **visibility** of **Interreg** programmes and projects among the general public;
- allow young **volunteers** to provide **support** to Interreg projects and programmes
- **provide** young people with **solidarity-engagement** opportunities.

PRINCIPLES OF IVY:

- **voluntary nature of the experience**, meaning that the primary goal of hosting a volunteer is to foster European Territorial Cooperation through solidarity;
- **no job substitution**: volunteers complement and supplement regular work and are not intended to replace paid staff or to perform work that would otherwise be done by paid staff;
- **co-shaping**: we aim to enable young people to shape European Territorial Cooperation and cohesion through their experience.






Every host organisation must also adhere to the additional principles laid out by AEBR, referenced from the European Solidarity Corps Charter, the European Charter on the Rights and Responsibilities of Volunteers by the Youth Forum with the support of the Council of Europe and the European Commission, and the Charter of the European Voluntary Service (EVS).



These principles and responsibilities of the host organisations include:



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- identify clearly which **activities** are relevant to the Interreg Volunteer Youth initiative and make sure that they are carried out in compliance with its principles;
 - identify a **mentor** and a supervisor who are responsible for the volunteer;
 - give a clear **task description** for the activity that the volunteer should carry out;
 - ensure that participants receive detailed **information** about the initiative and the task they are asked to carry out. The content of the task description should be, to the furthest extent possible, developed and agreed on together by the host organisation and the volunteer and, if needed, should be updated during the volunteering activity;



- commit themselves to developing and implementing quality standards that ensure preparation and briefing, offer personal guidance, **assistance and monitoring** throughout the entire process, clear evaluation mechanisms and full support in the realisation of the required follow up activities;
- provide adequate **training** or support to help participants fulfil their tasks;
- (pre-) select and recruit participants in compliance with the principles of **equal treatment, equal opportunities and non-discrimination**;
- select volunteers according to their **mission and vision**, and the specific skills and profile of volunteers if certain volunteering activities require them;

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- seek to **empower** participants by valuing their skills and experience while engaging them in their activities, fostering their personal, socio-educational and professional development;
 - offer support and **feedback** throughout the volunteering activity, including preparation of the activity, personal guidance and assistance during the implementation of the activity, proper evaluation and debriefing following the activity and full support in the realisation of the required follow-up activities;
 - ensure that the **environment and conditions** in which the activities are performed are safe and decent;
 - provide the possibility to participate in the **decision-making process** regarding the volunteering activity at the most appropriate level;

- not request or require any financial contribution or fee from participants;
- ensure **recognition**, guaranteeing that the support to the organisation's activities by the participants is adequately made visible and acknowledged;
- ensure **confidentiality** and process personal data of participants in full compliance with European and national legislation on data protection;
- take into account the different linguistic and cultural background of participants and put in place measures that facilitate their **integration** into the local community of deployment;
- provide **support** for the volunteer to comply with administrative issues in the host country;





- give the volunteer(s) the opportunity to integrate into the **local community**, to meet other young people, to socialise, to participate in leisure activities, etc.;
- encourage contact with other volunteers whenever possible;
- if needed, seek, with AEBR's support, measures to integrate volunteers who need **tailored assistance**;
- if required, provide support to the volunteer to obtain the **visa** (preparation of invitation letters, provision of relevant information, etc);
- ensure a decent **stay** and support with monitoring of accommodation, food and local transport issues.