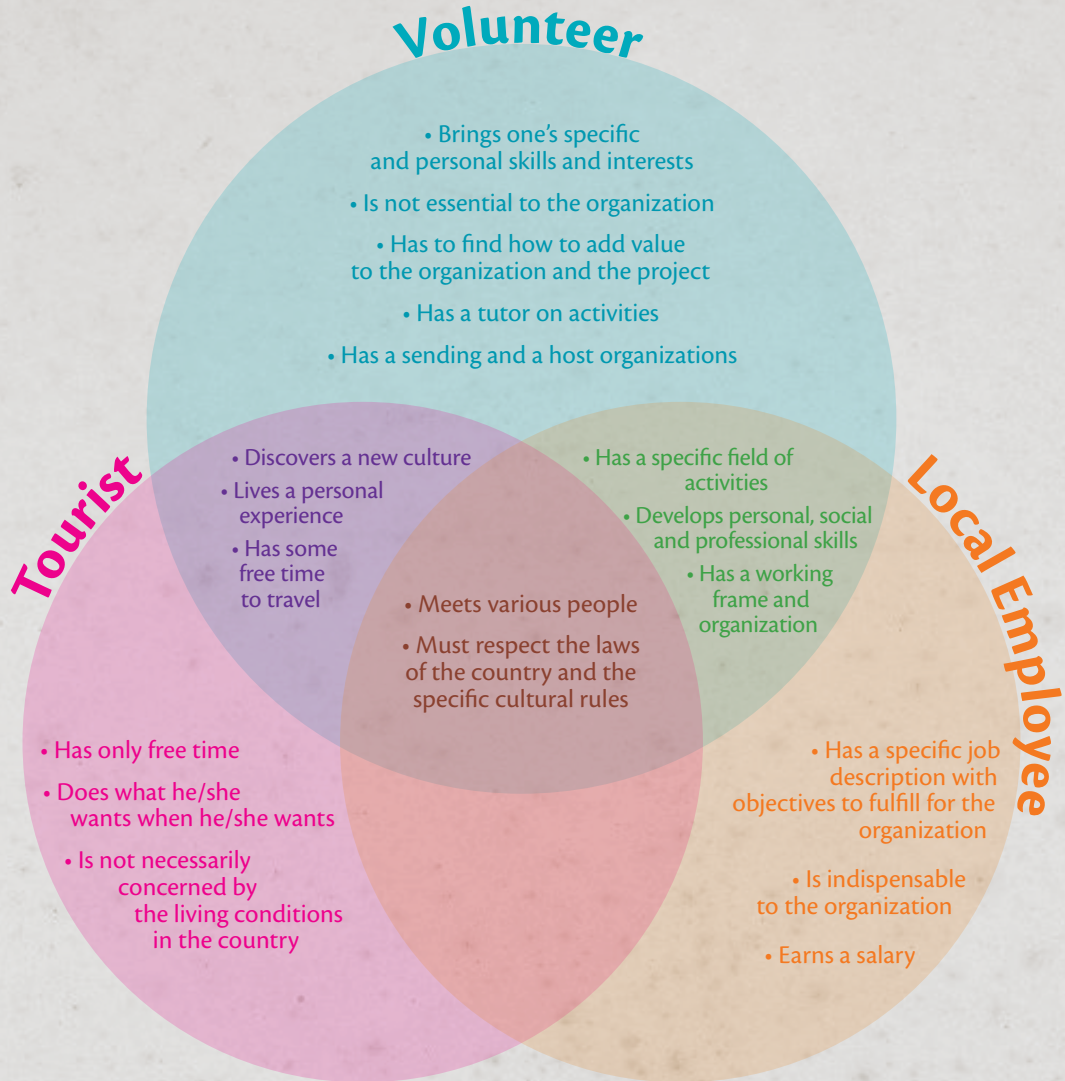


What does it mean to be a volunteer ?

Being a volunteer in a foreign country is a life experience, full of challenges, surprises and opportunities of enrichment. It also means having a specific status, different from the one of a tourist or of a local employee. This specific status implies having some rights and responsibilities. Look at the following diagram to know more about the common points and differences between a volunteer, a tourist and a local employee.



Rights and responsibilities of sending organization, host organization and volunteer during the project

A volunteering project implies three actors: the volunteer, the sending organization and the host organization. Each one has some rights and responsibilities during the realization of the project.



Host organization

- organizes the welcoming at the arrival in the country
 - provides an accommodation corresponding to local minimum quality standards
 - provides meals or a food allowance for the whole duration of the project
 - provides the volunteer's allowance
 - provides a local transport card if necessary to go from the accommodation to the place of activities
 - identifies a mentor who is responsible for providing personal support and support during the learning/ Youthpass process to the volunteer(s).
 - makes sure the volunteer takes part in on-arrival and mid-term trainings (in case of a long-term project)
- arranges language learning opportunities
 - provides a frame of activities and a set of tasks to the volunteer and as well as learning opportunities
 - identifies a tutor on activities

⚠ sometimes, there is a coordinating organization and a host organization in the country. In such a case, the coordination organization is responsible for everything except the two last points, which are the responsibility of the host organization.

Sending organization

- organizes the volunteer's travel to arrive in the country
- keeps in touch with the volunteer and the host organization regularly
- interferes in case of trouble between the volunteer and the host organization, by trying to solve the situation

Volunteer

- shows motivation and interest
 - respects working times and rules
 - respects the laws of the country and pays attention to the cultural rules
 - attends the on-arrival and mid-term trainings, and all meetings planned with the mentor of the host organization to ensure the follow-up
 - answers when the mentor in the sending organization asks for news
 - works 5 days per week, and not more than 35 hours per week
 - has 2 days of vacation per month (in case of long-term project)
- he can enjoy when he/she wants, in accordance with the host organization

Before departure

Being a volunteer implies a preparation before departure, in which everyone is involved: the volunteer, the sending organization and the host organization.



There is a list of things a volunteer should have checked before departure: some of activities must be done in cooperation with sending and/or host organization, and some other ones are only under the volunteer's responsibility.

ACTIVITY	VOLUNTEER	SENDING ORGANISATION	HOST ORGANISATION
Visa	Must give necessary documents	✓	
Vaccination	✓		
Insurance		✓	
Passport	✓		
Medecines	✓		
Have emergency contacts in the country	✓		
Description of the project		✓	✓
Information about environment	✓	✓	
Mobile phone working in the country	✓		Can help
Adapter (for plugs)	✓		
Local bank account and other procedure regarding bank and money	✓		Can help
Have name and phone number of the welcoming person	Can ask directly to the host organisation	✓	✓
Have names and contact details (fix and mobile phone numbers, emails) of mentor in sending organization and in host organization		✓	✓
Information about travel	Can look for more maps and details	✓	✓
Travel tickets (train, plane)		✓	

Arrival in France

Usually, all foreign volunteers take a flight from their countries to France, to Paris mostly. When you will arrive in Paris you need to continue your route to Lille. As Brussels is close to Lille, some of you can arrive in Belgium. See the explanations below.

In Paris:

You can land in **Airport Paris Roissy-Charles de Gaulle** or **Paris Orly**.

Airport Roissy Charles De Gaulle, Paris

There is a train station (airport CDG 2 TGV) at the airport which has a direct line to Lille in every 30 - 45 minutes. The price of the ticket is between 25 - 56 euros. The price depends on the time when you want to take the train and your age, if you are less than 26 years old, you will have reduction, but you must tell that to the employee at SNCF desk.



SNCF Desk

or you can buy your train ticket from this kind of a machine



Airport Orly, Paris

If you arrive in Paris Orly Airport, you can take the intercity train (RER) to "Gare du Nord", Paris. From this train station there are trains to Lille every hour. The price is also, between 24 - 56 euros, depending on your age and time when you want to leave.

You will find train timetables on www.voyages-sncf.com. But if you are coming from a country non member of European Union, please choose train from the page <http://www.b-rail.be/main/E/index.php>



TGV
<Train Grande Vitesse>



In Brussels:

Brussels national airport (located in Zaventem)

At the airport, you can take the intercity train (at the level -1 of the airport) to Brussels Zuid (Brussels Midi in French) which is the final station. The ticket costs 5 euros, can be bought at level -1, and usually the trip takes 25 minutes. There is a train every 15 minutes. When you arrive at Brussels Midi Station, you can buy your train ticket to Lille, or buy it directly at the airport at the same time as your ticket for the intercity train.

The price of the train ticket is 30 euros in one direction, but it depends what time you will take the train and with which company you will travel. (If you present your ID card which will prove that you are less than 26 years old, you will have discount on your price.) There are many international train enterprises as: TGV, Eurostar, Thalys.

Brussels South Charleroi Airport

You can also land in Brussels South Charleroi airport (especially when flying with low cost companies). From there, you can take a train or a bus till Brussels Midi and the journey lasts one hour. Ticket costs approximately 12 euros in one direction.

In Lille:

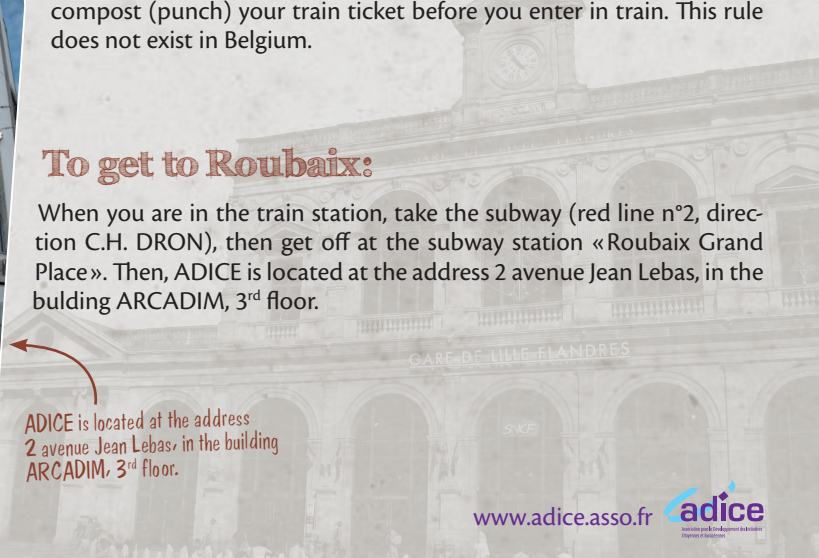
In Lille there are two train stations, Lille Europe and Lille Flandres. From Paris, Brussels or from the airport Charles de Gaulle, you can arrive at one or the other of these stations, it does not matter, as they are very close to each other. On those two railway stations there is a subway and you can easily find marked boards with noted directions.

Another particularity is that on train stations in France you need to compost (punch) your train ticket before you enter in train. This rule does not exist in Belgium.

To get to Roubaix:

When you are in the train station, take the subway (red line n°2, direction C.H. DRON), then get off at the subway station «Roubaix Grand Place». Then, ADICE is located at the address 2 avenue Jean Lebas, in the building ARCADIM, 3rd floor.

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General information about the country

Ask yourself what kind of preconceptions you have about the country you go to. You may have some expectations as well as some fears. Be prepared to discover a different reality, here comes some advice which could be useful:

Check the climate in the hosting country (<http://weather.yahoo.com>).

Find out how much basic products cost for one week.

Check the currency on internet (<http://www.xe.com/ucc/full/>).

Try to get informed in advance about the habits concerning food and meals (types of products, number and times of meals for most people...).

Search about the transport, starting from airport and how to arrive to the place where you need to go, ending with local transport.

Have a list of emergency's numbers of hosting country.

Learn some phrases in the local language. The names of the cities are pronounced differently according to the language, that's why it is better to check on internet.

Pay attention to the conditions and environment. Your project is the place where you are going to spend the most of your time.

Find a movie and enjoy hearing the language, paying attention on some details which are not usual in your homeland. Or read a book with a story occurring in the country you go to.

Read a bit about the history of the country, it can explain some cultural behaviours or specifications.

Find out on Internet more about the city or the village you will live.

