

**DECOLONISE  
VOLUNTEERING!**

get ready for equality..



# Decolonised Long & Medium Term Volunteering

**Guidelines**



# About CCIVS

The **Coordinating Committee for International Voluntary Service (CCIVS)** is a global network dedicated to fostering peace, sustainable development, and intercultural understanding through International Voluntary Service. Established in 1948 under the aegis of UNESCO, CCIVS unites organisations worldwide, providing a space for co-constructing collaborative and transformative grassroots projects.



## Coordinating partners



## Partners



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## Supported by

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# These guidelines

With the **Decolonise IVS! project!** (2022-2024) CCIVS and its partners have aimed at addressing historical inequalities and promoting an inclusive framework for International Voluntary Service. The decolonial approach guiding the whole project included several dialogue spaces for IVS organisations coming from a variety of backgrounds, to engage in decolonial discussions and practice. During the project, critically involved organisations analysed their structures, tools and procedures with the aim to dismantle colonial legacies and ensure fair and equitable participation for all volunteers and communities.

This effort also involved the revision of the CCIVS Exchange Guidelines for medium and long term International Voluntary Service projects, which are programs lasting one month or more and involving at least 1-3 volunteers. This exercise was meant to be a critical reflection on exchange procedures, emphasising the needs of all actors involved in the volunteer exchange. Historically, IVS organisations have often prioritised volunteers' needs from a Eurocentric perspective, over those of the hosting communities. From a decolonial perspective, it is crucial to target marginalised volunteers and prioritise the local community or hosting project and invest in **dialogue among all partners throughout the project life cycle**. This includes allocating resources for meaningful dialogue and respecting all inputs.

Often, funding for LMTV projects comes from the Global North. This leads to unequal power relations that impact the planning and implementation of volunteering activities. Organisations in the Global South may be or feel forced to comply with funders' needs and working styles, and to silence their own. Organisations in the Global North (and their volunteers) may overlook the perspectives and motivations of the hosting communities. In the framework of the Decolonise IVS! project, a self-assessment tool for organisations was developed to foster constructive dialogue between partners, enhancing mutual understanding and respect.

Today, **volunteer exchanges remain unbalanced**, with most volunteers travelling from the Global North to the Global South. Guidelines are often written from a Northern perspective, taking the needs and preferences of European (Global North) volunteers as the norm. This decolonial revision of the LMTV guidelines tries to take into consideration the needs and preference of all volunteers and all participants in IVS activities, but especially those from the Global South. The urgent call is for all organisations to look for or create all sorts of opportunities in supporting diverse and decentralised participation in LMTV exchange programmes.

Last but not least, the legacy of colonisation has profoundly impacted the world today, contributing to structural racism and discrimination, exploitative trade relations, arbitrary geographical borders and visa barriers to youth mobility. IVS organisations promoting social justice should acknowledge these colonial legacies and work with volunteers and communities to

build a more just future. The Decolonise IVS! position paper on Changing the Narrative can guide organisations in this work.

**The aim** of these revised guidelines is to foster **fair decolonial partnerships** in IVS projects, **centred around local communities'** initiatives, needs and desires, to **make IVS even more inclusive by using a decolonial lens**. The Euro-American/Global North/Western/White perspective can no longer be the reference for norms or values, nor can the assumption be that volunteers will continue to come from Euro-America/West/Global North and go to Africa/Central-South American/East/Global South. Other than quantitative concerns, the treatment of volunteers and communities in the International Voluntary Service experience must not reflect or reproduce colonial hierarchies, but should instead value each unique perspective and contribution in a compensatory and reparative effort.

### **Decolonial English**

This document's inconsistencies in the spelling of **"decolonization/ decolonisation"** and other words and expressions is intentional. Diverse spelling reflects the fact that decolonial thinking and action - and in this very project - involves participants coming from a variety of backgrounds, often non-native English users, and involved in questioning anglicism as a colonial legacy itself. Editing for 'consistency' would silence and erase the diverse and inclusive participation that is critically needed by the decolonial movement in order to be successful.

Hopefully, you can value this choice of inclusive representation, and consider the mild disruption in your reading-flow as disrupting a pattern of domination!

A yellow oval graphic with a hand-drawn, sketchy appearance, containing the word 'Summary' written vertically in a bold, black, sans-serif font.

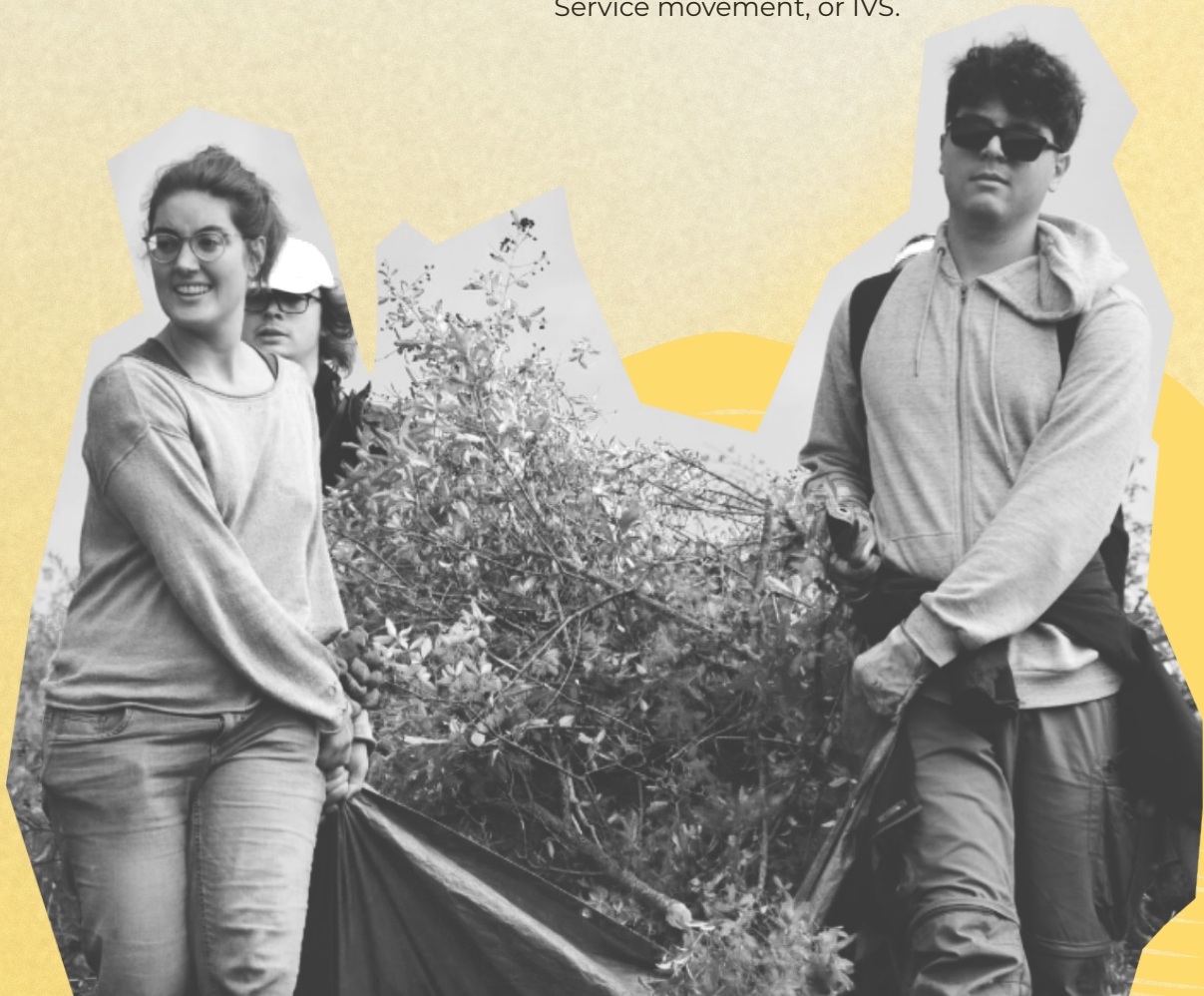
# Summary

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# Introduction

There is **a human experience of free and collectively organised action for justice** that goes by many names - according to various languages, cultures and geographies. These include not only the term **volunteering** but many others, such as the various declinations of **Compassion** in Asian philosophies and religions, *the Pacific Islanders' community reconciliation practices like Hawaiian **Ho'oponopono**, the virtually endless keywords of civic traditions in the African continent (from the now mainstream **Ubuntu to Ikibiri, Nhimbe, Ukama, Umuganda ...).***

These different concepts not only target **meaningful changes in the here and now of small communities** but, especially as they are carried on by contemporary indigenous activists, are intentionally connected **with worldwide, urgent, structural transformation.** Indeed, such experiences can also be carried out across different nations or contexts creating cross-cultural bonding and solidarity. A common name for this global cross-cultural community action is **international volunteering.** Organisations offering such opportunities can be part of the International Voluntary Service movement, or IVS.



# is International Voluntary Service?

The **International Voluntary Service (IVS)** movement was initiated by a group of **young conscientious objectors** (people who refuse to join the army and fight wars) and **sympathisers from various countries**. After having refused to fight in World War I, in the 1920s, they started **gathering in groups and assemblies** and eventually put their **values into practice by joining a village reconstruction community effort in Esnes-en-Argonne, near Verdun, a site of some of the heaviest fighting in France.**

There, while removing rubble, rebuilding roads, houses and bridges, **convictions of mutual enmity were challenged**. That's how a **collective conversation started** about **peace, disarmament** and **civil service** rather than military service. Especially after WWII, several other initiatives were set up and a global network of IVS organisations was created to support reconstruction efforts.

*IVS supports collective resilience & acts of transformational, horizontal solidarity rather than conservative, vertical charity*



Overall, for **over a century**, IVS exchanges have steadfastly pursued peace through **nonviolent action, fostering international understanding, mutual respect and transformational solidarity**.

This pursuit is made possible by the **historical and continuous collaboration** of formal organisations, informal groups, communities or associations of people, and free individuals. All of them organise and participate in volunteering activities aimed at **supporting the inclusive participation of everyone**, regardless of class, nationality, skin colour, religion, **age\***, ability, sex, gender and sexual orientation, socio-economic status, level of educational or professional attainment or political views.

If **differences are made visible and valuable**, any possible grounds for discrimination must be eliminated, in a spirit of equality and recognition of the universal rights to safety, dignity, respect and socio-political inclusion.

Additionally, IVS promotes **social and climate justice, human rights, critical thinking, active participation, democracy, global citizenship, and collective intercultural learning**.

IVS  
pursues peace  
through  
nonviolent action,  
fostering  
international  
understanding,  
mutual respect,  
and  
transformational  
solidarity



**\* Age**

IVS activities tend not to have an upper age limit, with the exception of activities funded through schemes that specifically target young people. As for minimum age requirements, the majority of volunteering activities call for 18 years of age or older. This is due to the legal responsibilities that organisers need to assume with regards to minors.



# How does the IVS movement work?

While those initial activities in the 1920s were open-ended, allowing volunteers to spontaneously join, leave, and return, IVS activities have since evolved to become increasingly structured.

Currently, **short, medium and long-term volunteering activities** - see below - constitute the backbone of **IVS practice of learning by doing and living together**. Additional activities have also been developed to continuously **gather, discuss and share the knowledge** that this practice generates through **workshops, seminars, informal training and their related printed or digital materials on various topics\***.

Indeed, by taking part in IVS, organisations, communities and individual **participants co-create the means to understand and enact change to the social, cultural, political and economic structures** that affect their lives. IVS supports collective **resilience**, and acts of **transformational, horizontal solidarity** rather than conservative, vertical charity.

IVS networks reflect  
global democratic



decision-making  
and advocacy

Last but not least, IVS organisations gather in **local, national, regional, continental and intercontinental networks**. These networks are invested with a global **coordination of democratic decision-making and advocacy** that reflects community organising. One example is this very discussion about enforcing decolonial and culturally-sensitive ethical standards through practical guidelines.

## \* Various topics

Both for volunteering and knowledge sharing activities, the theme of peace has increasingly interconnected with many other topics. IVS activities and content keep expanding and overlapping: the manual work of the first workcamps is more and more intentionally paired with social and creative work, and political advocacy.

# Workcamps vs Long and Medium-Term Volunteering

In terms of timing, **workcamps last between a few days and a month**, medium-term volunteering projects (also called **MTV**) last **between one and six months**, and long-term projects (also called **LTV**) **from six months to two years**.

Additionally, workcamps and LMTV programs differ in terms of the participants they involve. While **local participants\* are and should be consistently present**, workcamps typically bring together **a diverse group of volunteers**. **LMTV programs**, however, tend to **involve one person or a very small group of people** that engage with local participants and their activities for a longer time.

Before we move on to the LMTV guidelines, here is a general definition of **all the parties involved: local communities, local partners, hosting and sending organisations, and volunteers**.

**Workcamps involve diverse volunteers, while LMTVs involve one or a few volunteers for longer periods**



## \* Local participants

In these guidelines refer to the communities, local partners, hosting organisations and the local volunteers that take part in the activities.

Regardless of the context where the IVS activity takes place, it tends to involve marginalized individuals, communities and their locally based allies.



# Who participates in LMTV?



(LMTV) Volunteers



Local community



Local hosting partners

or project

A group of more or less formally organised people with shared initiatives, values and needs; for example: cultural associations, clubs, cooperatives, societies, neighbourhood groups, etc. This community welcomes volunteers to support and participate in self-directed and organised local activities. The community wants to achieve their community goals while intentionally being aware and connected with global issues. The people from the local community involved in the IVS project are considered **local participants**.

GUIDELINES FOR  
COMMUNITY MEMBERS



Formal or informal association of local people who set up projects or activities that try to tackle the issues (causes) defined by the local community, for example local cultural centre, local environmental organisation, local school, ... Through a variety of activities organised in collaboration with the local community, they define the "IVS project" and the role of the IVS volunteer in this local hosting project. They are the connection between the community and the hosting organization. The members of the local hosting project working together with and taking care of the volunteer are the **local participants**.

GUIDELINES FOR  
LOCAL HOSTING PARTNERS

Volunteers are people from all backgrounds who offer their knowledge, time and energy, within the framework of a collective social effort, working actively for the general interest of the community without replacing paid labour.

These guidelines distinctively specify the **rights, duties and practicalities** of each one of these LMTV participants. It can't be stressed enough that, in order **for IVS to be decolonial, marginalized participants** have to be included in every aspect of the volunteering activities and their **expressed will and needs** be taken **into full consideration**.

Each act of inclusion, and each action informed by such consideration should **intentionally engage with the global issues that keep enabling exclusion and marginalization**.

GUIDELINES FOR  
VOLUNTEERS



### Hosting organisation

The hosting organization collaborates with the sending organisation, local community and local partners to define the expected activities and outcomes of the LMTV projects. It accompanies and mentors the volunteers in their intercultural learning process, facilitates the relationship with the local communities and local project partners, and sets up a monitoring process during the whole project implementation. Hosting organizations can be more or less formally accredited by local institutions, depending on the context (consider contexts in which formal registration results in surveillance and persecution).

#### GUIDELINES FOR HOSTING ORGANISATIONS



### Sending organisation

Formal or informal organisations act as an intermediary between the volunteer and the hosting organisation, especially on administrative and logistical issues. Additionally, it prepares and supports the volunteer before, during and after their experience.

#### GUIDELINES FOR SENDING ORGANISATIONS



### Support person

The support person is often an experienced peer and/or returned volunteer who supports the volunteers on-site to adjust socially and culturally, while also providing translation support when needed or a listening ear when the volunteers face challenges related to culture shock, etc.

**These guidelines ensure LMTV participants' rights are respected and include marginalized voices to address global exclusion issues**



# Guidelines

Various institutional funding programs (private, national and international), and even some of the guidelines this document draws upon **encourage organizations to co-sign written agreements** establishing each participant's responsibilities throughout the planning, implementation and evaluation stages. Such agreements tend to follow **formal standards established in Global North contexts**, and to push them as "the norm". This could be but one example of **Global North domination**, or neo-colonialism, which can be instead overcome through **sensitive dialogue and up-front agreement** on how and why we are using this framework.

In a spirit of **inclusive participation and historical reparation**, these guidelines attempt to **disrupt, deconstruct and overturn historical imbalances and current inequalities** - especially taking into account communities, volunteers and organizations that are excluded from or marginalized within dominant contexts.

This is the following recommendations' rationale, highlighting **rights and duties** - often overlapping - **for each one of the LMTV participants**: communities, local partners, hosting organizations, sending organizations and volunteers.



## → Pre-departure

### RIGHTS

Seek opportunities to integrate **volunteering activities and exchanges that reflect the will and needs of your community and that complement your autonomous initiatives**. Ensure that these opportunities do not directly or indirectly compete with local labour structures, and that meaningful and diverse tasks are proposed to the volunteers.

Collaborate to guarantee the **human rights of all participants** by communicating transparently about human rights protection in your community\*.

Communicate as clearly and transparently as possible with other local participants about the **working and living conditions expected of the volunteer(s)** (working hours, days off, accommodation, food, transportation ...) so that the infosheet can be compiled accordingly.

Communicate as clearly and transparently as possible with other local participants about the **safety and sanitary** conditions that can be offered and expected to be respected during the project, so that the infosheet can be compiled accordingly.

Communicate as clearly and transparently as possible with other local participants about the **financial management** of your community, so that the infosheet can be compiled accordingly.

Collaborate with other local participants to **integrate the pre-departure, and on-site training** the volunteers will receive (including intercultural competence and local language classes).

### DUTIES



\* Consider, for example, that homosexuality is criminally prosecuted in many jurisdictions (currently 67 countries, [https://features.hrw.org/features/features/lgbt\\_laws/index.html](https://features.hrw.org/features/features/lgbt_laws/index.html)): a gay volunteer in this context runs certain risks, and so does the organization that is open to welcome them and/or is active in advocating for gender-affirmative and sexual orientation rights locally. Other examples that can be more insidious - because not legally enshrined - relate to the pervasiveness of racism, sexism and Islamophobia in Euro-America/Global North/Western/White societies.

## → Implementation

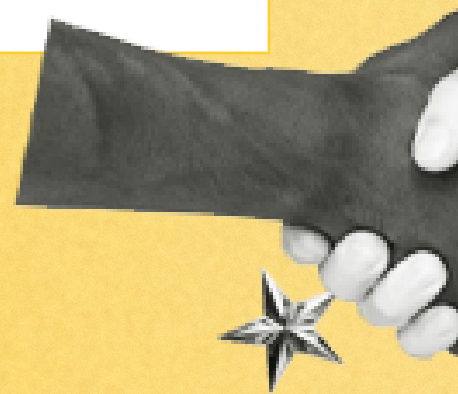
RIGHTS	DUTIES
	<p>Collaborate with other local participants to offer <b>a variety of options for food and accommodation</b>, so that expectations between all parties can be managed in advance. Collaborate in providing a minimum of <b>3 meals a day</b> to the volunteers - or equivalent in cash and assistance for them to arrange independently.</p>
	<p>Collaborate with the other local participants to make sure that at least one local participant can be present or readily available to provide translation.</p>
	<p>Participate responsively and proactively in <b>evaluation meetings, reporting and check-ins</b> organized and facilitated by other local participants.</p>
	<p>Coordinate with the other local participants, the volunteers and the sending organization to promote the project in line with a shared ethical <b>communication strategy</b>.</p>
	<p><b>In case of emergency</b>, inform the other local participants and/ or the sending organization so that the volunteer's emergency contact can be reached and updated. Offer assistance in translation and communication, for example in contacting local authorities, if needed.</p>

## → Follow-up

RIGHTS	DUTIES
<p>Coordinate with all participants to <b>integrate the project evaluation, reporting and follow ups</b>.</p>	
	<p>Seek <b>ongoing support, advice and guidance for the community and local volunteers</b> to integrate the experience in their life and practice (for example, coping with cultural shock), and to get involved in further opportunities.</p>

## → Pre-departure

RIGHTS	DUTIES
	Collaborate to guarantee the <b>human rights of all participants</b> by communicating transparently about human rights protection in the context where the project takes place and in your organization (existing views, policies, and people in charge of them*).
	Seek opportunities to support the organization of <b>volunteering activities and exchanges that reflect the will and needs of the local communities and that complement their autonomous initiatives</b> . Ensure that these opportunities do not directly or indirectly compete with <b>local labor structures</b> , and that meaningful and diverse tasks are proposed to the volunteers.
	Collaborate with the local community and hosting organization to offer <b>a variety of options for food and accommodation</b> , so that expectations between all parties can be managed in advance. Provide food to the volunteers in collaboration with the local community or the local partner - or equivalent in cash for volunteers to arrange independently.
	Communicate as clearly and transparently as possible in the infosheet about the <b>working and living conditions</b> (working hours, days off, accommodation, food, transportation ...) this project offers.
	Communicate as clearly and transparently as possible in the infosheet about the <b>safety and sanitary</b> conditions that can be offered and expected to be respected during the project.
	Communicate as clearly and transparently as possible in the infosheet about the <b>financial management</b> of your project (funding, program fee allocation, volunteers' pocket money ...) in order for the host organization to compile the infosheet.
	Coordinate with the hosting and/or the sending organization to ask, provide and receive all the documents relevant to the <b>application process</b> (application forms, payments' receipts, volunteer's CV, acceptance letter etc.).
	Collaborate with the hosting and/or sending organization to <b>plan and deliver pre-departure, and on-site training</b> for the volunteers, including intercultural competence and local language classes.
	Get informed about the <b>insurance status</b> of the volunteer: both in terms of personal insurance, and the additional levels of insurance that the hosting and/or the sending organization provide, depending on the situation.





## → Implementation

RIGHTS	DUTIES
	Make sure that at least one local support person can be present or readily available to provide <b>translation</b> , particularly at the start of the project or when the need arises.
	Organize an <b>on-arrival orientation</b> to go through all the details specified in the infosheet, provide additional updates, and set-up/train the volunteer.
	Organize and facilitate collective <b>regular contact and evaluation meeting and reporting</b> making sure that all parties are involved in the reflections, and <b>regular check-ins</b> with each of all participants separately.
	Coordinate with the other local participants and the sending organization to promote the project, elaborating a shared ethical <b>communication strategy</b> .
	<b>In case of emergency</b> , inform and keep in contact with the hosting organization and/or sending organization so that they inform the volunteer's emergency contact. Also, offer assistance in translation and communication, for example in contacting the local embassy or authorities, if needed.

## → Follow-up

RIGHTS	DUTIES
	Coordinate with the hosting and/or sending organization to provide formal <b>recognition or certification</b> that the project has been successfully completed.
	Coordinate with all participants to <b>integrate the project evaluation, reporting and follow ups</b> .
	Provide <b>ongoing support, advice and guidance for the community and local volunteers</b> to integrate the experience in their life and practice (for example, coping with cultural shock), and to get involved in further opportunities.



## → Pre-departure

RIGHTS	DUTIES
	Collaborate to guarantee the <b>human rights of all participants</b> by communicating transparently about human rights protection in the context of where the project takes place and in your organization (existing views, policies, and people in charge of them)*.
	Initiate a <b>decolonial journey</b> : starting with an internal reflection among team members, and then, in conversation with your partners and key community stakeholders, explore the connections between colonial experiences and current inequalities in a global and local sense (Self-Assessment Tool, see References).
	Seek opportunities to support the organization of <b>volunteering activities and exchanges that reflect the will and needs of local communities and that complement their autonomous initiative</b> . Ensure that these opportunities do not directly or indirectly compete with local labor structures, and that meaningful and diverse tasks are proposed to the volunteers using the volunteer's strengths as much as possible.
	Arrange a <b>variety of options for food and accommodation</b> with the local community or the local partner, so that expectations between all parties can be managed in advance. Provide a minimum of <b>3 meals a day</b> to the volunteers in collaboration with the local community or the local partner - or equivalent in cash for volunteers to arrange independently.
	Communicate as clearly and transparently as possible in the infosheet about the <b>working and living conditions</b> (working hours, days off, accommodation, food, transportation ...) this project offers.
	Communicate as clearly and transparently as possible in the infosheet about the <b>safety and sanitary</b> conditions that can be offered and expected to be respected during the activity.
	Communicate as clearly and transparently as possible in the infosheet about the <b>financial management</b> of your project (funding, program fee allocation, volunteers' pocket money ...).
	Coordinate with the sending organization to ask, provide and receive all the documents relevant to the <b>application process</b> (application forms, payments' receipts, volunteer's CV, acceptance letter etc.).
	Coordinate with the sending organization and the local partner to <b>plan and deliver the pre-departure, and on-site training</b> the volunteers will receive, including intercultural competence, anti-racism, decolonisation, local language classes.
	Support the sending organization with documents for <b>visa (including transit visa)</b> and other <b>travel</b> -related information.
	Get informed about the volunteers' <b>insurance status</b> : both in terms of personal insurance, and the additional levels of insurance that the hosting and/or the sending organization provide for, depending on the situation



## → Implementation

RIGHTS	DUTIES
	Make sure that at least one local support person can be present or readily available to provide <b>translation and regular check-ins</b> with the volunteers, particularly at project start or when the need arises.
Organize an <b>on-arrival orientation</b> to go through all the details specified in the infosheet, provide additional updates, and set-up/train the volunteer.	
	Organize and facilitate collective <b>regular contact, evaluation and reporting</b> making sure that all parties are involved in the reflections.
Coordinate with the other local participants and the sending organization to promote the project, elaborating a shared ethical <b>communication strategy</b> .	
Making sure that <b>mechanisms to anonymously report</b> violations of integrity and <b>cases of harassment and abuse</b> (also racial, sexual and ableist abuse) are in place and that all involved are well informed about these procedures.	
<b>In case of emergency</b> , inform and keep contact with the volunteer, the local participants and/or the sending organization so that the volunteer's emergency contact is reached and updated. Also, offer assistance in translation and communication, for example in contacting the local embassy or authorities, if needed.	

## → Follow-up

RIGHTS	DUTIES
Coordinate with the local partner and/or sending organization to provide formal <b>recognition or certification</b> that the activity has been successfully completed.	
Coordinate with all participants to <b>integrate the project evaluation, reporting and follow ups</b> .	
	Provide <b>ongoing support, advice and guidance for the local partner, the community and local volunteers</b> to integrate the experience in their life and practice (for example, coping with cultural shock), and to get involved in further opportunities.



## → Pre-departure

RIGHTS	DUTIES
Collaborate to guarantee the <b>human rights of all participants</b> by communicating transparently about human rights protection or the lack of in the context where the project takes place. Establish, as much as possible, safe relationships of trust for the volunteers to communicate identifying traits that may clash with the local context of the project according to their own will and chosen modalities*. Raise awareness that volunteers might be racialised differently in the host community than they are at home and face new privileges or discrimination.	
Initiate a <b>decolonial journey</b> : starting with an internal reflection among team members, and then, in conversation with your partners and key community stakeholders, explore the connections between colonial experiences and current inequalities in a global and local sense (Self-Assessment Tool, see References).	
Seek opportunities for <b>volunteers coming from all backgrounds</b> to participate <b>in activities and exchanges that reflect the will and needs of local communities, that complement their autonomous initiatives</b> . Ensure that these opportunities do not directly or indirectly compete with <b>local labor structures</b> , and that meaningful and diverse tasks are proposed to the volunteers.	
Get informed about the <b>infosheet content</b> for what concerns working and living conditions, safety and sanitary conditions, and financial management in order to support the volunteer's placement.	
Coordinate with the volunteer, the local partner and/or the hosting organization to ask, provide and receive all the information and documents relevant to the <b>application process</b> (application forms, payments' receipts, volunteer's CV, letter of motivation and/or interview arrangements, acceptance letter etc.).	
Coordinate with the hosting organization and the local partner to <b>plan and deliver the pre-departure, and on-site training</b> the volunteers will receive, including providing access to learning the local language and reflecting on decolonisation. This can include modules on intercultural competence, as well as awareness raising on anti-racism practices, gender and non-violence, colonial mindset and colonial legacies in international volunteering, recognising one's own biases, privileges, and vulnerabilities.	
	Support the volunteer with documents for <b>visa and other travel-related</b> logistical needs, according to agreed-upon procedures.
Other than volunteers' required personal insurance, the hosting and/or the sending organization have to take charge of granting additional levels of <b>insurance to each volunteer</b> - depending on the situation	
Making sure that <b>mechanisms to anonymously report</b> violations of integrity and <b>cases of harassment and abuse</b> (also racial, sexual and ableist abuse) are in place and that all involved are well informed about these procedures.	



## → Implementation

RIGHTS	DUTIES
Maintain <b>regular contact</b> with the volunteer, the hosting organization/local partner during the whole implementation of the project.	
Coordinate with the volunteer, local participants to promote the project, elaborating a shared ethical <b>communication strategy</b> .	
<b>In case of emergency</b> , keep informed with the volunteer and seek assistance from the local participants so that the volunteer's emergency contact can be reached and updated.	

## → Follow-up

RIGHTS	DUTIES
Coordinate with the local partner and/or sending organization to provide formal <b>recognition or certification</b> that the activity has been successfully completed.	
Coordinate with all participants to <b>integrate the project evaluation, reporting and follow ups</b> .	
	Provide <b>ongoing support, advice and guidance for the outgoing volunteers</b> to re-enter back home (for example, coping with reverse cultural shock), and to get involved in further opportunities.



## → Pre-departure

RIGHTS	DUTIES
<p>Seek opportunities to participate in <b>volunteering activities that reflect the will and needs of the local community, complement their autonomous initiatives</b>, and do not directly or indirectly compete with <b>local labor structures</b> - your reflection can be informed in a decolonial sense through the MOOC “Want to volunteer? Decolonize first!”, see References.</p>	
<p>Get informed about the <b>human rights protection in your host country/community</b> by actively engaging with the sending and hosting organisations and informing yourself about the current status of human rights’ protections in the hosting country/community and how that might affect your personal well-being. The choice of what to reveal about your gender or sexuality is ultimately yours. It is important to be aware that you might be racialised differently in your host community that you are at home and face new privileges or discrimination.</p>	
<p>Get informed about the <b>infosheet content</b> on working and living conditions and financial management before starting the <b>application process</b>.</p>	
	<p>Communicate clearly and timely with the sending organization in case any <b>special arrangement or adaptation</b> should be necessary with regards to working, living, safety and sanitary conditions to ensure full participation.</p>
<p>Communicate or seek support from the sending organization regarding <b>visa status</b> and other <b>travel-related</b> logistical needs. When possible, choose the more environmentally responsible mode of transport.</p>	
<p>Communicate or seek support from the sending organization regarding volunteers’ required personal <b>insurance</b>, and the additional levels of insurance that the hosting and/or sending organizations shall provide depending on the situation.</p>	
	<p>Participate proactively in <b>the pre-departure, and on-site training</b>. This can include modules on intercultural competence, anti-racism practices, gender and non-violence, colonial mindset and colonial legacies in international volunteering, recognising one’s own biases, privileges, and vulnerabilities and local language learning.</p>



## → Implementation

RIGHTS	DUTIES
	Proactively, collaboratively and dutifully participate in the <b>volunteering activities</b> (including study sessions and organized leisure activities).
	Respect and cherish the local participants' arrangements of <b>food and accommodation</b> . Be mindful of local resources and the amount of waste that you produce.
Communicate timely, respectfully and proactively about <b>elements that don't match with what was agreed upon in advance</b> .	
<b>Communicate proactively</b> with the local participants, seek translation if needed, offer translation if possible.	
Participate responsively and proactively in <b>evaluation meetings, reporting and check-ins</b> with local participants and the sending organization.	
Inform yourself about the sending and hosting organisation's communication strategy and collaborate proactively to promote the project in line with the shared <b>ethical communication strategy</b> .	
<b>In case of emergency</b> , inform and seek assistance from the local participants and/or the sending organization so that emergency contacts can be reached and updated.	

## → Follow-up

RIGHTS	DUTIES
	Coordinate with the local partner and/or sending organization to provide formal <b>recognition or certification</b> that the activity has been successfully completed.
	Participate responsively and proactively in <b>project evaluation, reporting and follow up</b> .
	Seek <b>ongoing support, advice and guidance</b> to re-enter back home (for example, coping with reverse cultural shock), and to get involved in further opportunities.

# Links & References

## **Decolonise IVS: Organizational Self-Assessment Tool**

[https://ccivs.org/wp-content/uploads/2024/06/decolonise\\_ivs\\_organizational\\_self-assessment\\_tool.pdf](https://ccivs.org/wp-content/uploads/2024/06/decolonise_ivs_organizational_self-assessment_tool.pdf)

## **Decolonise! IVS Online pre-departure course for long and medium term volunteers**

<https://regenerate-reconcile.ccivs.org/mooc/>

## **Regenerate Reconcile – CCIVS online platform**

<https://regenerate-reconcile.ccivs.org/mooc/>

# Further reading

## **International Voluntary Service Handbook - CCIVS, 2018**

<https://ccivs.org/resource/ccivs-ivs-handbook/>

## **Leader Trainer Handbook - CCIVS, 1998**

<https://ccivs.org/resource/the-leader-trainer-handbook/>

## **Universal Charter for International Voluntary Service - CCIVS**

The charter was initially established in 1998 and revised in 2018

<https://ccivs.org/resource/universal-charter-of-international-voluntary-service-2018/>

## **T-Kit 5 on International Voluntary Service - Council of Europe, 2002**

<https://pjp-eu.coe.int/documents/42128013/47262307/TKit5-full.pdf/c0c10ace-4003-4928-815b-fa40fcf721fd?t=1466171572000>

## **Volunteering in Conflict Areas Toolkit - CCIVS, 2019.**

<https://ccivs.org/resource/volunteering-in-conflict-areas-toolkit/>

## **The power of action - CCIVS 2010**

<https://ccivs.org/resource/the-power-of-action/>

## **Mentoring resources (SALTO resources portal)**

<https://www.salto-youth.net/rc/solidarity/training-support-community/mentoring/resources/>



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