

WELCOME TO

Volunteers Without Borders



Dear Potential Volunteer,

Thank you for taking the time to locate our organization and we would like to personally send you a warm welcome. We are pleased to hear you will be volunteering with Volunteers Without Borders. Although there are numerous avenues for volunteering, we can assure that we offer **life changing volunteering opportunities** at the **LOWEST possible cost** to you, the volunteer. Now that you've filled out the online application and that you're on board, our goal is to take care of you every step of the way. We will ensure that you are fully prepared before you leave to the country of your choice and begin working on your first volunteer program with us. This information package was designed to serve two purposes. The first purpose is to give you more detailed information about the country you have chosen to volunteer in as well as providing some additional insight into the various types of programs we offer. The second purpose is to provide you with specific items that you will be expected to bring along with you, what types of vaccinations you will be needing before you leave, and what we recommend for your emergency/medical travel insurance. Not only do our volunteering programs benefit the organization and community you will be working with, but they also provide volunteers with an appreciation and gratitude for others, sense of fulfillment, as well as new perspectives. Our goal is to inspire volunteers to raise awareness, share their stories and continue to support or contribute to our programs in any way possible in the future. Although our programs can be quite demanding at times, we ensure that you will be given adequate time and days off to tour around the area you are working in and get the opportunity to participate in any outdoor activities or adventures you would be interested in.

It is your job to explore this information package and then reply back to us at: info@vwbinternational.org to let us know that you are ready for the next step of the enrollment process. If you have specific questions please our frequently asked questions page as this covers most questions that the volunteers may have. To locate this page, visit our website and click the 'About VWB' tab.

Like most developing countries in the world; political instability could arise at any given time, so we encourage you to check with your local government travel advisory just to be sure that nothing is expected to occur in the location while your over there. With that being said, we can ensure you that every country that we offer has been checked out by our team to ensure the security and safety for our volunteers.

While volunteering on any of our available programs, you will have the opportunity to participate in a variety of health, educational, community development, or wildlife and marine conservation programs. This will give you a chance to make an important contribution to the local community and while doing so, gain an in depth understanding of the country and its culture. We assure you that this experience will leave a lasting impression and stay with you for the rest of your life.

Information to help you prepare for your trip

If it's your first time volunteering or going abroad, there are several things you will need to make sure you bring on your trip before you leave. Here is a list of the following items that we have deemed necessary to bring to make sure you can enjoy your time on the program. The list below is a general suggestion; each volunteer may prefer more specific items that we have not included in this list. Please make sure that you remember to bring any special items that you are used to having back home, that may only be purchased in your own country.

What to Bring:

- | | |
|--|--|
| <input type="checkbox"/> Comfortable shoes and sandals | <input type="checkbox"/> Camera and/or iPod |
| <input type="checkbox"/> Shorts and pants | <input type="checkbox"/> Cell phone - You can buy simcard) |
| <input type="checkbox"/> Rain Coat/Jacket | <input type="checkbox"/> Rechargeable batteries w/charger |
| <input type="checkbox"/> Sleeping Bag | <input type="checkbox"/> Laptop |
| <input type="checkbox"/> Sunglasses and Sunscreen | <input type="checkbox"/> Flashlight/head torch |
| <input type="checkbox"/> Travel Guide | <input type="checkbox"/> Lock |
| <input type="checkbox"/> Mosquito net & insect repellent | <input type="checkbox"/> String |
| <input type="checkbox"/> Hand Sanitizer | <input type="checkbox"/> Eyeglasses/Contacts |
| <input type="checkbox"/> First Aid Kit | <input type="checkbox"/> Medication (Anti Malarial Tablets) |
| <input type="checkbox"/> Duct Tape and/or superglue | <input type="checkbox"/> Picture Book / Journal |
| <input type="checkbox"/> Binder or notepad | <input type="checkbox"/> Country Map |
| <input type="checkbox"/> Toilet Paper | <input type="checkbox"/> Ear Plugs |
| <input type="checkbox"/> Small water heater or kettle | <input type="checkbox"/> Clothes or Electronics for donation |

Vaccinations:

The World Health Organization recommends that all travelers be covered for diphtheria, tetanus, measles, mumps, rubella, polio and hepatitis B, regardless of their destination. The consequences of these diseases can be severe and outbreaks do occur. [Click here](#) to learn more.

“As the President and Founder of Volunteers Without Borders Association, I’d like to offer you a warm welcome! I have done a lot of volunteering myself and believe it is the most fulfilling and gratifying way to give back to countries around the world that need all the help they can get. Whether you’re an adventurous traveler or looking to help make a difference, we are happy to have you join us. By volunteering, you will make a difference to the local people that you come in contact with overseas. Our volunteering opportunities expose you to the often-harsh everyday realities of life for many people around the world in underdeveloped areas. We thank you for your time and consideration.”

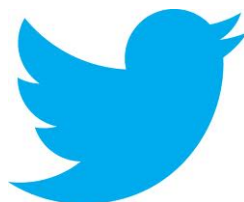
~ Kevin Francis

President & Founder of VWB



Website:
Email:

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INDONESIA



Composed of 17,508 islands with a population of over 238 million people, Indonesia ranks as the world's 4th most populated country. There is so much diversity amongst each chain of islands, and has some of the most hospitable people in our world, it's no wonder Indonesia has so much to offer. Indonesia has and continues to be constantly hit with natural disasters and these disasters have left devastating effects in many areas across the country. If you choose to volunteer with us in Indonesia, you will be amazed at how welcoming and warm the people are, even though they have gone through so much suffering in their lives.

Currency Advice

The local currency accepted in Indonesia is **Indonesian Rupiah (INR)** but USD is also accepted in many places. Credit cards are not always accepted in some areas, even at many up market hotels. Where they are accepted, it's often only with steep commissions, which means that you will need to rely here more heavily on cash, ATMs and (in major centers) travelers checks. The best currency to bring is USD in a mixture of large and small denominations, a few travelers' checks for emergency and a Visa or MasterCard card for withdrawing money from ATMs. Euros are accepted.

Travel Document Information

To enter Indonesia, a valid passport and entry visa are required. Most nationalities can obtain a visa at Indonesian border posts or upon arrival. Please check with a travel expert from your country for requirements. A 30-day visa upon arrival costs approximately **\$25 CAD** and can be extended for another 30 days if needed. Alternatively, longer visas can be obtained from an Indonesian embassy or consulate in your home country.

Medical Insurance and Facilities

Since Jakarta is the capital city of Indonesia, there are several hospitals and doctors to go to within a reasonable distance from where the project is located. Please arrange vaccinations and travel insurance in your home country before you arrive.

Communication

As like most of the world, mobile phones have taken over and having an international unlocked phone and an Indonesian SIM card is necessary if you wish to use your phone here. SIM cards can be purchased and registered easily in most areas. Limited Internet access is also available.

Transport

The easiest way to reach the project is to fly into Jakarta, which is the Capital city of Indonesia on the Island of Java. Transportation will be arranged for you upon arrival.

Dangers and Annoyances

Indonesia is in general a safe, hassle-free country and can be a relief if you've recently been somewhere like Thailand, Vietnam or Cambodia. With that being said, you do still need to take the usual precautions. Avoid isolated areas; especially stretches of beach, and in cities and tourist areas take a taxi at night. When using public transport, don't accept drinks or food from someone you don't know and ensure your bag or belongs is secure. Be skeptical of anyone who comes up to you on the street asking whether you remember them from the airport, your hotel or wherever. In the majority of cases, they are just trying to get money from you.

In tourist areas like Jakarta, Yogyakarta, and/or Kuta (Bali), touts and flycatchers can be extremely aggressive, especially around bus stations and budget tourist hotels. Do your best to minimize the impression that you're a newly arrived tourist. Duck into a shop if you need to get your bearings or look at a map and don't walk around any more than necessary with your luggage. While looking for a room, leave your bag with a friend or reliable hotel rather than walking around town with it. Buy your bus tickets a day in advance (without your luggage) and, when arriving in a new city, take a taxi from the bus station to your hotel. Be very wary of anyone who approaches you on the street, at the bus station or in your hotel offering tour deals, and never pay any money for a tour in advance until you've thoroughly checked out the company.

A Few Tips

- Avoid external money pouches, dangling backpacks, camera bags, and leave jewellery, fancy watches, and fancy headphones at home. Carry your passport, money and other documents in a pouch against your skin, hidden under loose-fitting clothing. Or, better, store valuables in a hotel safe, if there's a reliable one, ideally inside a pouch with a lockable zip to prevent tampering. It never hurts to make a photocopy of your identification and cards and store it separately in another bag.
- Have your luggage as consolidated as possible, with your valuables well hidden under your clothes. Try to spot the taxi area before disembarking and make a beeline for it. It's well worth a few extra dollars for the fare, rather than attempting to walk to your hotel with your luggage.
- When bargaining or discussing prices, don't do so with your money or wallet in your hand.

Water

Unless your intestines are well accustomed to South East Asia, don't drink water from the tap that hasn't been boiled, filtered or chemically disinfected (such as with iodine tablets). Also avoid drinking from streams, rivers and lakes unless you've purified the water first.

Cultural Awareness

Indonesia is a very interesting, exciting, beautiful and scenic country, but the majority of the population does not speak the English language. We encourage volunteers, planning to stay for 2 to 3 months or more, to consider learning essential words and phrases in the local language in order to communicate better with the surrounding community.

Female volunteers should be aware that in the towns and villages, it is normally respectful to have your knees and your mid-riff covered (and in some cases, your shoulders). Some practices in Indonesia are very different to what volunteers may be used to at home. Visitors to Indonesia do not have to agree with all the customs around them, but should respect them and endeavor to understand the complex cultural history that shaped them.

PLEASE NOTE: There is a **ZERO TOLERANCE** policy in place for alcohol consumption, during volunteer work hours, while on the project. The consumption of alcohol is looked negatively upon and even forbidden in certain countries and it is essential that you abide by this rule. We need to ensure that you are giving the project the right impression of Volunteers Without Borders during your stay. **If volunteers choose not to follow this policy, they will be removed from the project immediately, and no refund will be issued.**

OPERATION RED NOSE PROGRAM



Location: Jakarta and surrounding area (Capital city)

This project will allow you to get involved in a very unique arts and education outreach program based in Jakarta, which is the capital city of Indonesia. The project is designed to empower Indonesia's underprivileged youth through the use of circus and other arts, as well as to support the kid's traditional and non-traditional education. By getting involved in this incredible project, you will become immersed in a movement to help children gain self-confidence, discipline and teamwork skills through the structured study of different physical, visual and musical arts. This Project also offers supplemental education courses for the students, however strongly emphasizes the importance of a traditional primary and secondary diploma. While working on this project, here's how you can get involved:

Teach English

As a volunteer on this Project, you will be working together with a Field Officer and Field Instructor. You will be required to help teach class at 2 different locations where we care for student, provide support and informal education. We also try to provide scholarships for these students. The locations are:

- 1) **Cilincing**: A fishing village that is located in North Jakarta near the sea.
- 2) **Bintaro**: A scavenger village this is located South of Jakarta.

As a teacher of the English Program, you will be required to assist with the following tasks: tutoring, keep a list of class material and schedules, help prepare for each daily program, Progress report for tutoring, and also to maintain a weekly Journal and provide a daily teaching schedule to your supervisor.

We do like you to know that these villages can be quite smelly, dirty, hot and full of flies. We have a small building where we teach our classes and is quite clean but is very limited facility. We do not have an air conditioner but we have two fans inside the classroom that provide a gentle breeze and keep the room fairly cool during class. The children you will be working with are fun loving, very welcoming and like to play games and have fun. Our team is composed of 12 people and we are very close to one another like family. The best kind of volunteers for this type of project is one that is rather open-minded and outgoing. If you are just that, you will be a perfect fit with our team. We can ensure you that our project will provide you with an eye opening experience of the real culture of Indonesia and show you a very unique and different side of Jakarta.

During your placement, we also encourage you to join the Sunday Performance Troupe for lesson exchange. At this event, the Red Nose Students will teach you Circus and other skills they have learned.

Requirements:

We are looking for volunteers who present the following capabilities:

- Can speak and understand English grammar very well (native level)
- Interested to help and teach in English class
- Loves children, open minded, outgoing, hard worker but fun
- Someone who can teach circus or other arts to support the arts program
- Someone who enjoys teaching math and science can offer tutoring

Please Note: *We do not accept any religious lessons or anyone who wants to influence or intend to share any religions. If volunteers are caught doing so, they will be asked to leave the program immediately.*

Other programs include:

- **Tutoring and Mentoring Projects:**
Helping kids with homework, math, basic literature and science.
- **Arts and Performance Projects:**
Circus, dance, acrobatic, gymnastic, clown/physical theater, and/or music.
- **Assist and Supervise field trips:**
Taking students to shows and/or weekly performance rehearsals.

HERE ARE THE STEPS TO COMPLETE OUR ENROLLMENT PROCESS

Step 1) - Review this information package and decide which country you want to volunteer in and what program you are most interested to volunteer on. Once you have done that, please fill out the online application form available on our website and click submit. Please make sure to include the necessary required information.

Step 2) Once we receive the application form, we will send you a temporary confirmation for your desired program. If you need to make any changes, please feel free to email us and let us know. If we do not receive any further correspondence from you, we will send you the program fee payment request via Paypal within 3 business days.

Please note: *A \$225 CAD one-time registration/enrollment fee will also be added to your program fee.*

Step 3) - When we receive confirmation that your program fee has been paid, you will receive a confirmation email from us. In this email, there will be a waiver/release form that will be required to fill out and send back to us at your earliest convenience. You are also encouraged to book your flights at this time. Once you have done so, please send us a copy of your flight itinerary so that airport pickup/transfer (if available) can be arranged for you upon arrival.

Step 4) - After we receive your waiver/release form, we will confirm your placement on the program and detailed program specific information will be provided to you at this point.

IMPORTANT INFORMATION

Our enrolment and registration process begins by applying online. Once you have filled out and submitted the online application form, you will receive a confirmation email. To continue on in our enrolment process, all volunteers will be required to pay a Registration Fee of \$225 CAD, which will be added to the Program Fee. This fee helps to cover the administration and processing costs. Once we receive your payment, we will send you a confirmation email with the program details and encourage you to book your flight at that time. Our team will be readily available to correspond with you and answer any questions you might have from the time you apply until you reach the project. If you have any further questions or concerns please don't hesitate to contact us at:

info@vwbinternational.org

OUR PROGRAM FEES INCLUDE THE FOLLOWING:

- **Registration Fee** - (refundable if you choose not to go), ongoing support from VWB staff, program marketing costs, information pack, administration costs, travel costs to develop and ongoing costs to sustain programs and communication costs with volunteers.
- **Program Fee** – orientation, training, program supervision, accommodation with homestay/meals is provided depending on the amount of program fee paid, in country 24/7 volunteer support and in---country administration costs.

WHAT ADDITIONAL COSTS WILL I HAVE?

- Visa, flights, travel insurance (mandatory), immunizations / vaccinations, in country trips or tours, transfer to other areas of the country, and spending money. Private rooms are cheaper per person if 2 friends or a couple share the room.



During this entire process, we will always be available to correspond with you to answer any other questions you might have from now until you reach the program. Thank you for choosing Volunteers Without Borders.

We can assure you that you've come to the right place!