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 out 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:

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

www.vwbinternational.org info@vwbinternational.org









NEPAL



If being surrounded amongst the worlds' highest mountain peaks isn't enough to bring you to Nepal, perhaps understanding the beauty of the Nepalese culture, people, and landscapes will be enough. We offer plenty of opportunities for you to become involved in Nepal and being one of the poorest countries in Southern Asia, the people of this country are in desperate need of all the help they can get. With terraced hillsides as far as the eye can see, crystal clear lakes and being surrounded by endless majestic mountain peaks, Nepal has more than enough to offer. If you venture to this foreign land the rewards will pay off instantly and your experience in the country will leave you wanting more. We recommend spending an extra week or two, either before or after your placement, to walk along some of the world class hiking trails that cover the sacred mountains of the Himalayans.

Advice for bringing Currency into Nepal

The currency accepted in Nepal is **Nepalese Rupee (NPR)** or USD. In some places, credit cards are frequently not accepted, 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, plus some travelers' checks as an emergency standby and a Visa card for withdrawing money from ATMs. Euros are also easily changed.

Dangers and Annoyances

Nepal is in general a safe, hassle-free country and can be a relief if you've recently been somewhere like India. With that being said, you do still need to take the usual precautions. Avoid isolated areas; and in busy 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 Kathmandu or Pokhara, touts and flycatchers can be aggressive, especially around bus stations and budget tourist hotels. Do your best to minimize the impression that you're a newly arrived tourist. 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 or trek 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.
- ➤ Take requests for donations from 'refugees', 'students' or others with a grain of salt. Contributions to humanitarian causes are best done through an established agency or project.
- 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 Southern Asia, don't drink water from the tap that hasn't been boiled, filtered or disinfected (with iodine tablets). Also avoid drinking from streams, rivers and lakes unless you've purified the water first. The same goes for drinking from pumps and wells – some do bring pure water to the surface, but the presence of animals can still contaminate supplies.

Cultural Awareness

Nepal is a very peaceful, 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 Nepalese language in order to communicate better with the surrounding community. We can try to arrange lessons for those that are interested. 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 Nepal are very different to what volunteers may be used to at home. Visitors to Nepal 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 <u>forbidden</u> 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.

TEACHING ENGLISH PROGRAMS

Nursery, Kindergarten, Village, Primary Or High Schools (Private/Public)





Location: Kathmandu, Pokhara and/or surrounding villages

This program provides you with the opportunity to teach English at almost any level. You can decide which age group you would enjoy the most. The options include: nursery, kindergarten, village primary schools, high schools, or private/government colleges. Teaching English will give you the opportunity to teach students who are eager to learn and improve their abilities in English. The students will also benefit from cultural exchange and different teaching techniques. You will be placed in either a public (government) or private school, depending on the area you wish to work. The Nepalese children are very keen to improve their conversational English to brighten their future and also to be able to speak English. As an English teacher, you do not need to be a native English speaker but you do need to have good knowledge of the language. If you are volunteering during school holidays or exam periods, we will find alternative activities for you to participate in such as working in an orphanage.

DUTIES

Your main role will be to teach English, however you may have the opportunity to assist in other school activities such as sports or extra curricular projects. Teaching requires you to be highly motivated, as it can be rigorous working with multiple children and having the patience to teach a class. As a volunteer you will be teaching for 2 - 3 hours per day; 5 - 6 days/week, to students between the ages of 3 to 16 years of age. There will be a permanent English teacher at the school to assist you with teaching methods, offer advice on dealing with communication barriers and provide you with suitable curriculum for the classroom. The children are being taught very basic grammar which includes: speaking, listening, writing, simple vocabulary, simple sentences like greetings, colors, the alphabet, numbers, time and/or directions. Schools usually do not require a teaching certificate but it is recommended. Tutoring children before and after school greatly helps

aids in their education. You can also teach by showing them how to do everyday things like brushing your teeth and your washing hands.

Tips and suggestions:

- Visit the school before your project start date and observe the students and other teachers to get a good understanding of expectations and teaching style.
- Help students understand their homework problems, but do not do it for them (they will try to get you to do every problem).
- Patience, patience, patience, at times they have short attention spans. The key is to remain calm and realize they may just need a break.
- Try to keep study and playtime separate but if they wander off know it's not your fault and let them be.
- If they fail to understand your lesson, or it doesn't go exactly as planned, relax. It may take a couple of days to get used to it. And realize that simply being there mean's the most to them.

TEACHING AT A BUDDHIST MONASTERY PROGRAM





Location: Pokhara (about 200 km west of the capital Kathmandu)

There are more than 130 000 Tibetans living in exile in India, Nepal and Bhutan; 20% of those which reside in Nepal. By choosing to live in Nepal, Tibetans continue to face many problems whilst in exile, education being one of them. A number of Tibetan communities in Nepal have established educational schools called 'Tibetan Children's Villages'. These schools support religious Tibetan practices and provide education in Buddhist philosophies alongside other activities such as English and computer skills. As a volunteer, you will be teaching English to young Buddhist Monks and working towards enhancing their education. During this placement you will also get the fantastic opportunity to witness and participate in traditional Buddhist rituals.

DUTIES

As a volunteer on this program, you will be staying at a headmaster's family home. The headmaster is the teacher of the Tibetan children at the monastery. As a volunteer, you will eat most of your meals with the headmaster. The location of the program is about 10 km away from the beautiful lakeside city of Pokhara. Once you arrive at the location, the Headmaster will provide an orientation and explain to you the daily routine at the school, the significance of the prayer and the importance of all other daily activities. The hours of Teaching at school will be from 10 am until 4 pm. Along with teaching English on a daily basis, you are also encouraged to plan and organize games, painting and other creative activities during the daytime and in between prayer rituals. After that, you will be encouraged to go back to the family and have snacks and help the Tibetan children with their homework, help with prayer and follow directions given from the monks. While volunteering on this program, there will be many different opportunities for you to learn about Tibetan culture and traditions during your stay.

ORPHANAGE CARE & EDUCATION PROGRAM





Location: Kathmandu or Pokhara

Every year hundreds of children become lost in Nepal's crowded cities after leaving their villages in search of work or from a loss or change in family situations. These children are deprived of education and a number of them end up working as child laborers in factories, restaurants or hotels. Others are given no other option but to turn to drugs as they struggle on the streets to survive. It is thanks to a number of orphanages that some of these children have begun to receive the love, attention, care and education they need. Volunteering in an orphanage will be an experience that you will never forget and one that will open your eyes to just some of the problems in Nepal.

DUTIES

As a volunteer in an orphanage you will be there to help assist the children in learning English, as well as math and science. As a volunteer, we also encourage you to help the children with their homework whenever possible. During your stay, you are more than welcome to organize tours, games, painting, singing, dancing and or any other activities to enhance the enjoyment and development of the children living in these orphanages.

HEALTH & SANITATION POST PROGRAM





Location: Kathmandu, Pokhara or Chitwan NP

This program is specifically for Doctors, Nurses, Nursing and/or Medical Students. Volunteers will work at hospitals and community health clinics. Volunteers will be helping doctors or health assistants at the clinic performing tasks like dressing wounds, administering shots, drawing blood, holding babies while they are being treated, conducting home visits, organize patients, helping to screen, developing and delivering information on health issues such as birth control and personal hygiene, providing office support, and providing knowledge transfer to the health post doctors on the latest first aid techniques. They can also assist local staff with getting medicines/supplies, and generally helping out in whatever capacity you might be needed. Our health post program provides a wide variety of experiences depending on the time of year. This program offers you a wonderful chance to support the work of local doctors and nurses in a country where health care is a major issue, and the number of trained staff in rural areas is low. As such, your presence could make a huge difference to a community.

DUTIES

As a volunteer, you are expected to work approximately 2 to 4 hours a day in the health post, supplemented by teaching health education classes at a local government school or women's group. Prior to your placement at the health post, volunteers will receive one week of Nepali language and cultural training. During their placement, volunteers will stay with a local Nepali family located within a half-hour to an hour from the post. A local co-coordinator will be available to help volunteers if needed.

REQUIREMENTS

Due to the responsibilities involved volunteers must be studying or practicing in the health care field, as Doctors, Nurses, EMT's, and Medical and/or Nursing Students with clinical experience. **PLEASE NOTE:** *Unfortunately we do NOT accept pre-med students into the program.*

PROGRAM DATES & DURATION

Are very flexible, the minimum time for the program is 1 week and the maximum length of stay is 5 months.

RECOMMENDATION

If it is possible volunteers can bring along with them materials such as First aid kit, medical books, instruments, and supplies.

ACCOMMODATION & MEALS

As a volunteer you will be provided with a simple room with a bed. We advise you to bring Sleeping bag and mosquito net with you or you can always buy one here if you would rather. Breakfast occurs at 6:30 am and consists of a cup of tea and biscuits. Lunch is served at 9:00 to 9:30 am and is usually dal/bhat (rice, lentils, and vegetables). Dinner is at 6:30 to 7:00pm and is once more dal/bhat. The food is very simple but also extremely tasty and filling.

VARIOUS COMMUNITY DEVELOPMENT PROGRAMS





Location: Varies depending on which program you choose.

ENVIRONMENT AWARENESS & CONSERVATION PROGRAM

The Himalayas in Nepal represent the highest terrestrial ecosystem on earth. It claims over 2.2% of the global wealth of flowering plants, 4.2% of mammals, 8.5% of birds, 1.4% of reptiles and amphibians, and 2.2% of fresh water fish species, which is proof for the richness in biodiversity. In the past decade, the environment is degrading rapidly in Nepal. Environmental degradation is in many ways due to poor management of the environment and the lack of incentives for increasing the value of environmental resources. It is surprising to note that the nature and natural lives is the most controversial subject in Nepal. The fact is that there are massive deforestation activities in Nepal and it needs to be put to an end. Because of the ongoing issue, the environment is one of the major subjects taught and discussed in Nepal. Unfortunately, the education provided in Nepal is not an adequate amount to create an environmental awareness and give reason to put deforestation to a halt. This project has been established and is dedicated to bring the right attitude and cause behavioral changes to help to ensure we can maintain what's left of our existing environment.

The Environment Education Conservation Program aims at promoting sustainable rural livelihoods through improved understanding, access to local resources (with particular emphasis on sustainable and equitable use of natural resources), while minimizing damage to our natural resources on which those livelihoods crucially depend on. This program helps to ensure that communities are aware of the limited resources available to them, and makes them able to manage these resources in a sustainable way. On this project, you will work directly with deprived communities and groups to help them gain access to the resources and services available to them so that they can receive ongoing technical and financial support to enhance their livelihoods into the future. By education

and creating awareness, it enhances peoples' understanding and ideas towards conservation, and empowers them to promote more efficient, equitable, and sustainable resource use in their schools and communities. Typical community-based activities focus on the promotion of kitchen gardening, waste management and sanitation.

On this project, we target students, youths, people of rural areas where there is a desire need of carrying out nature conservation related projects for sustainable development of a particular community. The role that volunteers and students of Children's Clubs play as developmental catalysts is proving to be enormous. Working with students, out of school youth, women's' groups, local NGOs and other local services, were able to make substantial progress in minimizing local environmental and developmental problems in the areas. As a volunteer on this project, you will take an active role to help ensure that the working areas, are neat, clean and green with plantation and forestation. You will work directly with deprived communities and groups, including women's groups and outof-school youth groups, Children's Clubs to improve their environmental understanding, their current practices, and to help them gain access to the resources and services available to them to enhance their livelihoods in the long term. An integral component of this community work involves working closely with local health and environment services to increase their profile and create more demand amongst community people / rural young people. Students, youths, and local dwellers have planted several species of medicinal plants. There are also campaigns created that promote plastic free villages. There are also options available to teach non formal environment courses in rural government schools, supplemented by wide varieties of activities through Children's Clubs, which empower students with the knowledge and skills to protect their health, environment and livelihoods, and promote environment friendly behaviors and sustainable rural living amongst their schools, peers and local communities.

As a volunteer, you will be provided with the following opportunities:

- Promote environmental awareness among all sections of the society through existing educational,
 scientific, and research institutions.
- Spread environment education, especially in the non-formal system among different sections of the society.
- · Facilitate development of education/training materials and aids in the formal education sector
- Ensure training and manpower development for environment education, awareness and training.
- Encourage non-governmental organizations, mass media and other concerned organizations for promoting awareness about environmental issues among the people at all levels.
- Use different media including films, audio, visual and print, theatre, drama, advertisements, hoarding, posters, seminars, workshops, competitions, meetings etc. for spreading messages concerning environment

and awareness.

• Mobilize people's participation for preservation and conservation of environment.

LANGUAGE & CULTURE PROGRAM

Nepalese language classes can also be provided at some of the projects we offer so please enquire with us for additional information. Once volunteers arrive in Kathmandu, airport pickup/transportation will be provided and arranged. If heading to Pokhara, we suggest that you spend your first night in a hotel and transfer will be arranged for you the next morning to Pokhara. Upon arrival in Pokhara, volunteers will be taught the Nepali language and provided with Language/Cultural Training. If you wish, we can provide a weeklong program for teaching basic language. We encourage volunteers to continue with lessons for the duration of their stay on our project.

WOMENS' SKILLS & EMPOWERMENT PROGRAM

This project provides you with the unique opportunity to work with the women residing in Nepal and help to teach them valuable life skills and be part of a movement to help increase lively hood of Nepalese Women.

VARIOUS OFFICE & ADMINISTRATION PROGRAMS

While volunteering on this project, it will enable you to get involved with working NGO's and you will have the opportunity to help out and contribute in the following ways: fundraising, web design and promotions, helping to establish sponsors, creating and/or formatting a monthly newsletter, assisting or advising with finances, establishment and assessment of a literacy program, community library and school building, and/or various accounting and data entry duties.

SAVE THE VULTURE PROGRAM

Since 1990, the vulture population across Southern Asia, including Nepal, has declined by 97 percent. The major reason is due to the use of the anti-inflammatory drug Diclofenac. The rate of decline is shocking and the Nepali government has launched a 10-year strategy to help to ensure populations of the globally threatened vulture species remain in the country. By getting involved in this unique project, you will get the opportunity to work closely with government, non-government organizations, as well as international experts on a project designed to save the endangered vulture species from extinction.

AGRICULTURE & CONSTRUCTION DEVELOPMENT PROGRAMS

On this project, you will be provided with the opportunity to assist with community development in rural areas in, or around, Kathmandu or Pokhara. As a volunteer, you can either assist to provide education with agriculture or provide advice on how to increase their efficiency. If construction is where your interest lies, you may be required to help repair, build or renovate a home or community building. Whether you assist with building a house an orphanage or help to enhance the understanding of agriculture for villagers, your efforts to improve the quality of life for those in need will be the ultimate gift. While volunteering on this program, you will be given a wonderful opportunity to stay in a village house.

INDOOR / EXTERIOR PAINTING PROGRAMS

If you are an experienced painter, or simply just an amateur, your skills and talent will be most welcomed at several different locations across Nepal. Painting a building or an orphanage is more than just a day's work but it is certainly a rewarding and worthwhile way to help out and give back to the community in Nepal.

INDIVIDUAL OR GROUP SPECIAL PROGRAMS

Volunteers are welcome to create Individual or group project proposals. We also have existing projects that volunteers can continue with or complete. For example, one group from the UK made a documentary and filmed our children at an orphanage. Another project included rescuing nearly 45 street children. Using our organization's name for a project requires prior approval. Your ideas must be presented in a clear and concise manner that would be easy to understand.

OPTIONAL RECREATIONAL ACTIVITIES





For an extra cost, volunteers will have the opportunity to join in a range of exciting recreational activities before, during, or after their stay. A few of the recreational activities you could choose to experience are trekking in the Himalayan Mountains (Everest base camp or Annapurna trail), white water rafting, or wildlife safaris. If you choose to participate any of these activities please keep in mind that they are **NOT** included in our program fees.

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 airport pick-up (volunteer may be required to cover cost but will be reimbursed depending on program), orientation, daily transport to and from the project, program supervision, accommodation (hotel or homestay depending on location) and meals during volunteer program period, in-country 24/7 volunteer support and in-country administration costs. Contribution to local projects (e.g. Health post, Back to School program child care center "Sarangkot", Community learning center, Public Library, Scholarship for the poor dalit tribes children). Nepalese language classes can also be arranged if you are interested for an additional cost.

WHAT ADDITIONAL COSTS WILL I HAVE?

 Visa, flights, travel insurance (mandatory), immunizations / vaccinations, incountry trips or tours, transfer to other areas of the country, and spending money.





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!