

NAME



MY

EVS



MEMORY
BOOK

INTRODUCTION

Dear volunteer!

Congratulations! You have been selected to take part in European Voluntary Service. You might not know it yet, but this EVS experience is going to be quite special. Regardless of the time period you are going to spend abroad volunteering, you are going to meet a lot of interesting people and cultures, you are going to do lots of new things and most importantly, you are going to learn a lot.

This is where this memory book comes in.


We, a group of youth workers, youth, volunteers, ex-volunteers, volunteering project coordinators and managers, from the European Union and the Euro-Med area, met during the project called "Volunteering in Euro Med, a Mainstay for Local Development" in the context of an Euro Med 6 Training Course in order to learn about European Voluntary Service and to create a simple tool that both supports all volunteers doing their EVS and also gives them a chance to immortalize all the crucial moments of their volunteering. The book gives crucial advice and support in order to help in all stages of EVS and in the meantime allows for adding pictures which will remind you of all the important memories of the experience. We divided the book into the three main phases of European Voluntary Service. The phases are divided into pages of different color and they are the Preparation Phase (light green), the EVS Experience (light orange) and the Conclusion Phase (light blue). We also made an online glossary for the memory book, and some information about Youthpass and it can be read here: www.youthpass.org

We hope that this memory book will prove to be useful in many ways!



WHO AM I ?

Let's start with identifying yourself. Please choose a photo of you which best represents you. Use the frames around the picture to give extra information about yourself.



PLEASE ADD PHOTO HERE
PHOTO

My Name

My Age

My Family

My Favorite Food

My hobbies

Languages I speak

My Religion	My Past Jobs	My Studies	My Health
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WHY I AM DOING EUROPEAN VOLUNTARY SERVICE?

Let's now analyze the main reasons why you are doing EVS. Please add a picture of you while being active in your community and answer the questions below.

What are your experiences?

What are your strengths?



PLEASE ADD PHOTO HERE

What is the main reason you wish to become an international volunteer?

What do you want to learn during your volunteering experience?

CHECKLIST

Please consult the checklist below. It will help you prepare and gather all the things you need before you travel to your EVS. Before you pack everything in your luggage lay them down all together and take a picture of all the items, add it here and check if all is prepared

Identification

- Birth certificate "Translated"
- Passport and ID Card
- Visa (start doing it in time)
- Invitation to enter the country
- EU driving license
- Recent Personal Pictures
- Copy of all the Documents

Health

- Make sure to have all your medicines
- Inform airport if you have big amount
- Translated prescriptions
- Hygiene belongings
- National health insurance
- Personal data for Cigna.
- Immunization/vaccines medicine
- EU health card

Contact list

- Hosting organization
- Sending organization
- Mentor
- Police & Ambulance
- Embassy/consulate

Activity arrangement

- Be involved in its conception.
- Read and understand ALL its parts
- Sign the agreement

Electronic devices

- Mps player, cell phone
- Laptop or PC
- Converters
- Chargers for all of these
- Clothes fitting the weather
- Enough for the whole EVS



PLEASE ADD PHOTO HERE



Do not forget to download apps you could need, read about the culture of the hosting country, bring extra money in the phone card, souvenirs, dictionaries, a presentation of the home country, map for the hosting country, manage your bank account and credit card abroad. Also finalize all unfinished arrangements in the home country (paying bills, making authorizations, etc.). Prepare all the travel documents like airplane ticket, passport and visa, and SAY GOODBYE TO FAMILY AND FRIENDS...

WELCOME HOME LETTER

Try to imagine how you will be when you come home from your EVS. Write yourself a letter just before you leave and put it somewhere where you will find it once you return home. Before you write it, take or gather the pictures of your best friends, the foods you like, movies you enjoy, about your hobbies and favorite pastimes. Make a collage out of all these and add the result in this frame.



PLEASE ADD PHOTO HERE

Have a safe trip!!!

DETAILS OF YOUR PROJECT

Welcome! Now that you arrived it is time to get seriously informed about your project. So, talk to your activity coordinator and fill the information below. Also, make a picture with the active members of your host organization, in front of their headquarters and add it here.



PLEASE ADD PHOTO HERE

What do you know about your host organization?
What are their goals?
Who are their target groups?
What are their greatest achievements?

Project Name:

Project Number:

Number of volunteers hosted in this project:

YOUR VOLUNTEERING ACTIVITY

Please talk with the members of the host organization responsible for your activity and clarify all aspects of the things you need to do. Take a picture on the first day when you do the activity and put it here. Also, give some explanations about it?



PLEASE ADD PHOTO HERE

What is the purpose of your activity?

How can you develop yourself by doing the activity?

How will the community benefit from your activity?

THE NEW ENVIRONMENT

Try to identify the similarities, differences and common aspects about your home and your host community. Add pictures and comments regarding these aspects

Home



PHOTO ABOUT CUISINE

Host



PHOTO ABOUT CUISINE

Comments:



PHOTO ABOUT LOCAL ARCHITECTURE

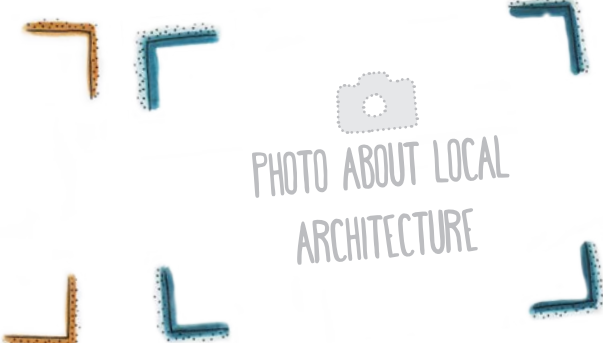


PHOTO ABOUT LOCAL ARCHITECTURE

Comments:



PHOTO OF YOUR ACCOMODATION






PHOTO OF YOUR ACCOMODATION

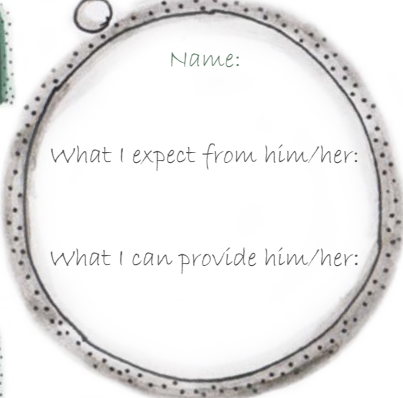
Comments:

THE PEOPLE AROUND YOU

You will meet many interesting people during your experience. Take time to identify the key persons in your project. Add their picture and explain what you expect from them and what you are going to provide them. Add more pages if needed



PLEASE ADD PHOTO HERE



Name:

What I expect from him/her:

What I can provide him/her:







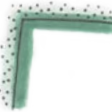
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Name:

What I expect from him/her:

What I can provide him/her:




PLEASE ADD PHOTO HERE



Name:

What I expect from him/her:

What I can provide him/her:



DOING YOUR ACTIVITIES

Your project might be about organizing various activities or it is a single activity with various events or stages. It is important to properly prepare and manage these, so, we advise you to always think of the following activity planning steps:

Is this activity necessary for me?

How will it help my target groups?

What are my aims and objectives?

How will I do it?

What do I need to do it?

Who can help me?

What methods will I use?

How will I monitor and evaluate it?

Add a photo of you doing each important activity in your project, mention the title, and date when you did it, and most importantly about what were your learning outcomes. Add as many pages as activities you will have.



PLEASE ADD PHOTO HERE

Activity Name: Date:

My main learning achievements from doing this activity, were ...

KEEPING MOTIVATED

Keeping motivated is one of the key elements of EVS. So here are a few ideas for this:

You can meet at the beginning of each month with your mentor and activity coordinator and set some personal and professional goals for yourself. Devise a point system for these in the sense that you can add up 1 point for each goal, and once you reach 20, you can get an extra holiday, or a gift, or whatever motivates you. Add your greatest achievements here and add extra pages whenever you need.



PLEASE ADD EXPERIENCE
PHOTO HERE



PLEASE ADD EXPERIENCE
PHOTO HERE



Another idea, if you like selfies, you could take a selfie each week, print them and add them one next to each other to pages you can add following this page. It can be a nice thing to always revisit it and see how you progressed not only personally, but physically, every week. In the end of the project it can be great video.

LOCAL ACTIVITIES

During your EVS you will also do common activities with the other EVS volunteers (if there are more), with the local members of the host organization and the EVS staff directly managing your project. Please take part in these because they are very valuable for the local community, for the group dynamic and you can also suggest some to be organized. Please add photos for the most important activities, and add more pages if needed. At the base of each, please write what you managed to learn.



PLEASE ADD PHOTO HERE

My main learning achievements from doing this activity, were ...

HOW TO DEAL WITH CHALLENGES

You will be doing your activities with other people, many times people with cultures and backgrounds different than yours. So, it is highly possible that you will have to deal with conflicts, anger, arguments, offense, negativity and similar challenges. It is always good to remember to communicate in ANY situation, to avoid and manage conflicts and to act positively at all times. Also, always try to LISTEN, THINK and just afterwards ACT. Putting yourself in others shoes or considering their perspectives also helps. Please add pictures with your friends after managing some such challenges



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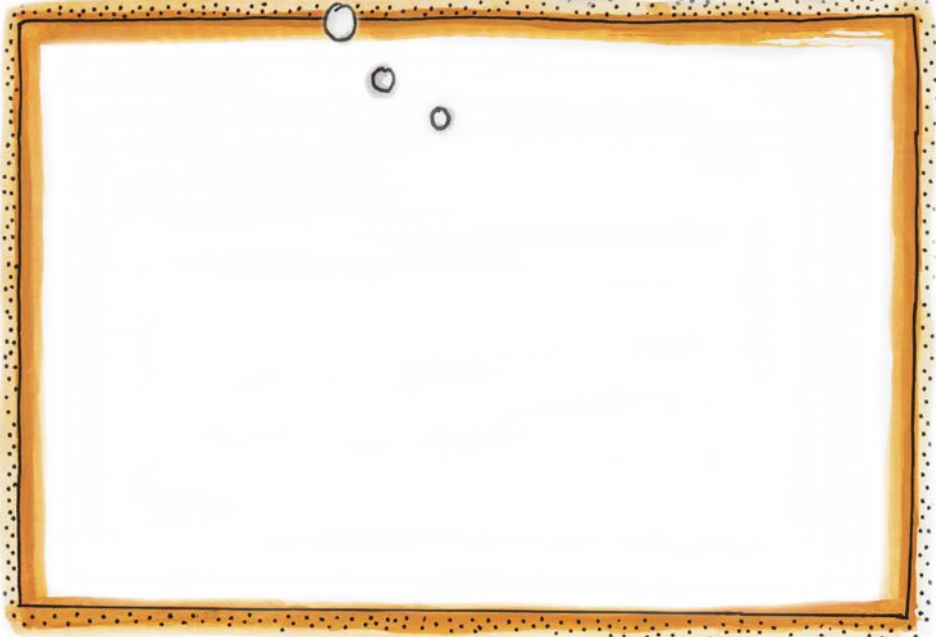


HOLIDAYS

During EVS you have 2 days holidays every month and your weekends should also be free. This is of course flexible and it means that you have some time for holidays, for discovering the country and the community where you are doing your EVS. Try to identify the interesting destinations and the notable festivities, events, gathering in your community. Visit or join these together with other friends or volunteers and add a photo of the event here. Also add the essential details and the main learning achievements from these experiences. Duplicate the page for each event.

Name:.....

Date:



PERSONAL TIME

While doing your EVS, it is also important to have some personal moments, when you can talk to your family and friends, when you can pursue your hobbies, think and plan your future and so on. These moments will help you relax and to keep a balance in your daily life. Add a couple of photos about your personal time moments



PLEASE ADD PHOTO HERE



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PREPARING TO GO HOME

In the last weeks of your activity you should focus on some important aspects, add photos of you while doing them:



PLEASE ADD PHOTO HERE



Spending time with the people who grew close to you



PLEASE ADD PHOTO HERE



Packing a bag with memories, including presents for friends and family



PLEASE ADD PHOTO HERE



Gathering your learning achievements to write your Youthpass



PLEASE ADD PHOTO HERE



If you need one, also ask for a reference letter from your host organization

Do not forget to also plan for the period after your arrival. It will be a bit difficult to get used to the old environment and it is good to have some concrete plans.

WELCOME HOME LETTER

Welcome home! Now that you are back home, take out the letter you wrote yourself before you left and read it. Also check the collage you made just before you left for EVS and make a new one, based on how these aspects changed.



PLEASE ADD PHOTO HERE

Add your comments on how you felt after reading the letter and on your choices for the collage photos



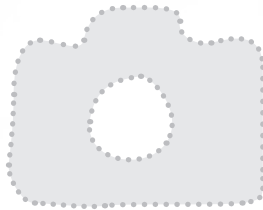
STAYING BUSY

Once settled in again, it is crucial to stay busy. Follow your plan made before leaving but also focus on every new opportunity. It will be great if you could get in touch with your or other EVS sending organizations and help them prepare future volunteers. You could also use this memory book to choose the best moments of your EVS and make an exhibition where you can share how you developed personally or professionally and what amazing experiences you had. Add a photo of this exhibition or any other photo showing you being active after EVS.



PLEASE ADD PHOTO HERE

Explain what's happening in the photo



EUROMED



Unité Euromed jeunesse IV Tunisie