# SHORT-TERM VOLUNTEERING IN SPAIN











### ARE YOU READY TO BE PART OF SOMETHING EXTRAORDINARY?

We are currently seeking 19 enthusiastic young individuals from Poland to assemble a diverse team for a volunteering mission in Spain. This is your chance to contribute to exciting projects encompassing art, dance, environmental conservation, and much more.



#### **★ WHEN?**

#### **I ROUND**

22 Nov 2023 - 19 Jan 2024 / 59 days/ (9 spots available)

#### **II ROUND**

Il round: 21 Jan 2024- 19 March 2024 / 59 days/ (10 spots available)

#### **★ NUMBER OF SPOTS**

There are a total of 19 available spots for mobility.

#### **★ DURATION**

2 months (maximum 59 days).

START: 22nd November 2023

#### **★ EXTENSION POSSIBILITY**

If you find the experience fulfilling, there is an option to extend your volunteering commitment with us for up to one year.

#### **\* MAIN TOPICS**

Learn and collaborate in the preparation of Erasmus + projects. It is an excellent opportunity to learn how to manage an NGO, learn how to write projects and manage European funds.

#### **★ OTHER TOPICS**

Contribute to NGOs, garden management, coordinate sports activities, work as a team, engage in dance, and participate in various other tasks.

#### **\* FINANCIAL CONDITIONS**

The project is co-financed by European Solidarity Corps program. It covers food, accommodation, insurance, travel expences, pocket money and local transportation.

#### WHO CAN APPLY?

#### **Applicants must:**

- be between 18 and 30 years old
- be residing in Poland
- not have previously participated in a long-term volunteer service



**OPEN** 

**IMPORTANT REMINDER:** 

Kindly ensure to monitor your inbox frequently after submitting your application!

#### **PARTICIPANT TASKS**

- Assist in the management of NGOs, particularly in writing European projects within the Erasmus+ framework (training will be provided).
- Design, prepare and maintain the community garden.
- Engage in artistic activities to enhance the visual appeal of the facilities.
- Co-organize exhibitions, festivals, conferences, interviews, workshops and other events.
- Participate in language classes using non-formal methodologies.
- Organize cultural activities based on your experiences and traditions.
- Promote European values, such as solidarity, environmental care and volunteerism.
- Foster positive relationships with the local community by engaging in local activities.
- Share the outcomes of volunteering on various social media platforms: Facebook, Instagram, Tik Tok, blog, website, etc.

### PRACTICAL ARRANGEMENTS

- Maximum weekly work commitment of 35 hours a week, inclusive of language classes, job preparation and workshops.
- Shared accommodation with fellow volunteers.
- Monthly pocket money of €150 per month (€5 per day)
  - Volunteers are responsible for their own meals. A daily budget of €5 is allocated for the purchase of essential food items.
  - Transportation expenses are covered, with a round-trip allowance of €275.
  - Comprehensive health insurance coverage.



## WHAT TO EXPECT FROM YOUR JOURNEY AT PERMACULTURA CANTABRIA?

AT PERMACULTURA CANTABRIA, WE ARE DEDICATED TO PROVIDING AN ENRICHING PLATFORM WHERE YOUNG INDIVIDUALS DO MORE THAN CONTRIBUTE THEIR TIME AND ENERGY; THEY EMBARK ON A TRANSFORMATIVE JOURNEY OF PERSONAL GROWTH AND DEVELOPMENT.

From the moment of your arrival, you will be immersed in a collaborative environment meticulously crafted to nurture both individual and collective advancement.

Our distinctive philosophy revolves around empowering volunteers through the co-creation of their own experience. As you initiate your journey with us, you will be part of an inclusive process where, alongside fellow volunteers and our dedicated team, you will actively participate in organizing and leading the activities to be undertaken. This approach ensures that your stay is not merely an opportunity to serve but also a chance to acquire meaningful skills and fulfill your personal aspirations.















**NATURE** 

In past cohorts, our volunteer teams have ventured into diverse areas such as mastering the intricacies of drafting European project proposals, assisting international NGOs in crafting impactful initiatives, and conducting training sessions and workshops. Within this framework of mutual learning, you may find yourself spearheading artistic workshops, teaching dance classes, facilitating language exchanges, nurturing community gardens, or even coordinating celebrations that honor various cultures.









Beyond these engagements, we foster a sense of community and camaraderie through continuous interaction and collaboration in daily tasks and special projects. These tasks range from creating and maintaining green spaces to cultural exchanges and environmental education, always reflecting our core values of sustainability and mutual respect.

Joining Permacultura Cantabria transcends traditional volunteering; it signifies embarking on a journey of self-discovery, social innovation, and experiential learning. Every activity here is imbued with purpose, every challenge transforms into a valuable learning opportunity, and each day marks a step toward shaping a conscious global identity.

We extend an invitation for you to immerse yourself, learn, and flourish with us. By the conclusion of your tenure, you will have pushed the boundaries of your potential, acquired a spectrum of practical and theoretical skills, and, most importantly, contributed significantly to a community that bridges geographical and cultural boundaries. Welcome to your next profound adventure at Permacultura Cantabria.









## VOLUNTEER ACTIVITIES AND PROGRAM

Permacultura Cantabria coordinates a diverse range of activities, each requiring unique commitments and adaptable schedules. Whether tending to our ecological gardens, engaging in artistic creations, or initiating youth programs, we expect our volunteers to embrace flexibility within their daily routines.



A standard week is structured from 9:00 a.m. to 5:00 p.m. Recognizing the significance of personal time and rest, we employ a rotation system for all team members, the details of which will be comprehensively presented during your induction.

We prioritize work-life balance, ensuring volunteers have two rest days weekly, typically on Saturday and Sunday, and are allocated a maximum workload of 35 hours per week. Furthermore, all SVE volunteers are entitled to 22 official holidays throughout their 11-month placement, supplemented by Spain's national holidays.

Engaging in Permacultura Cantabria's daily life involves active participation in various facets of our operations, from routine maintenance such as cleaning and gardening, to upholding the excellence we're known for across all functions. Volunteers immerse themselves in ecological endeavors, nurturing our gardens, contributing to environmental sustainability, and participating in creative artistic projects spanning disciplines such as music, theater, and visual arts.

One pivotal aspect of your volunteer experience will be the specialized training sessions in drafting European project proposals, empowering you with the knowledge to conceptualize, write, and manage international projects. This skillset opens the door to significant contributions to our ongoing initiatives and any future professional endeavors you undertake.

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In our nurturing environment, volunteers are further encouraged to share their unique skills through group activities, fostering a community of learning and mutual enrichment. Whether your passion lies in organic farming, community art projects, youth mentorship, or sports, there's room to align your contributions with Permacultura Cantabria's overarching vision and objectives.

This program introduction serves as a precursor to the detailed guidance and support you will receive upon your arrival, laying the foundation for a fulfilling and transformative experience.

Among the activities you might participate in during your volunteering period are:







#### **COMMUNITY EVENTS**

Participation in and/or assistance with the organization of community projects (open days, festivals, etc.), which may take place at Permacultura Cantabria or externally (e.g., festive markets, theater productions, etc.).

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#### **SVE PERSONAL PROJECTS**

Development of an SVE journal, creation of an SVE portfolio, and participation in thematic studies, all related to Permacultura Cantabria's activities.

#### **SVE COORDINATION**

Induction, training, and mentoring related to your work and life in SVE. This includes updating administrative matters, reviewing and assessing SVE progress, and writing YouthPass and SVE testimonials.

#### **ENGLISH SUPPORT (OPTIONAL)**

Individual assistance for those who require it, complementing the Online Language Support (OLS). This includes aid with report writing, testimonials, conversation, etc., but does not replace a comprehensive language course or personal initiative to learn English.









# VOLUNTEER PROFILE AND AND ETHICAL GUIDELINES



We are in search of **young** individuals deeply passionate about ecological preservation and committed to wholesome living. Our ideal volunteers are not mere spectators but **proactive** initiators, contributing actively to our community and fully engaging with their responsibilities. A positive, forward-thinking mindset is fundamental at Permacultura Cantabria, complemented by a collaborative spirit, an openness to multicultural communal experiences, and a reliable, responsible nature. Adaptability, kindness, and a willingness to embrace both educational and hands-on activities are equally crucial traits.

Volunteers should find fulfillment in both individual and collaborative endeavors. They should be enthusiastic about coordinating events, leading projects, facilitating workshops, assisting in educational sessions, and supporting various initiatives and gatherings at Permacultura Cantabria. This involvement may include preparing presentations for community engagement events, welcoming and hosting diverse groups, or handling various dynamic group scenarios. Participation in routine indoor duties is expected, encompassing tasks such as cleaning, dishwashing, food service, and managing communal spaces, among other responsibilities. Sensitivity and respect for individuals from diverse cultural, religious backgrounds, and varying physical and emotional capacities are of utmost importance.

While specific expertise is not mandatory, we seek individuals with a passion for learning and a vibrant attitude, eager to explore, learn, and contribute to the mission of Permacultura Cantabria. We hold the spirit of volunteering as a conduit for personal growth, emphasizing altruism and the fulfillment derived from serving beyond oneself.

In the words of Winston Churchill, "We earn our livelihood by what we receive, but we make our lives by what we offer."

At Permacultura Cantabria, we deeply value our volunteers; we recognize their dedication and the positivity they bring to our environment. We are committed to providing a rewarding experience, encouraging them to integrate into the Permacultura Cantabria family, assume proactive roles, navigate daily challenges, pursue personal ventures, engage in societal activities, cultural excursions, and much more during their EVS tenure.

#### ACCOMMODATION AGREEMENT

#### LIVING IN:

#### "PENSIÓN LOS ROSALES"

Adress:

Urb. Los Rosales Nº12, 1st floor, 39620 Sarón, Spain



#### "PENSIÓN EL FERIAL"

Adress:

Number7 El Ferial, 39620 Sarón, Spain





#### **ACCOMODATION DETAILS**

We provide accommodations in two esteemed establishments, Pensión Los Rosales and Pensión El Ferial, located in the town of Sarón. Both venues offer comfortable living spaces and are conveniently situated within a five-minute distance from each other. These lodgings are central and accessible, with a range of amenities including grocery stores, cinemas, post offices, sports facilities, pubs, and dining options, all within walking distance. The main center of Permacultura Cantabria, where EVS volunteering takes place, and the on-site restaurant are located in El Ferial facilities.



#### **SHARED FACILIETES**

Within both accommodations, we offer common living rooms, laundry facilities, and fully equipped kitchens featuring refrigerators, freezers, ovens, microwaves, and garden access. Wi-Fi internet connectivity is accessible both at the Center and in your accommodations. Volunteers may opt for shared or single rooms, with communal bathroom facilities. It is expected that all residents maintain the cleanliness and orderliness of their rooms and shared spaces on a daily, weekly, and monthly basis.

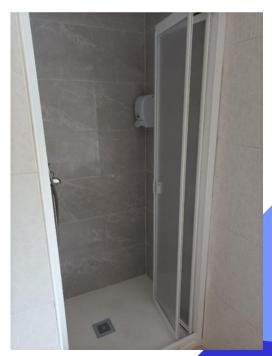
#### RESPONSIBLE COMMUNITY LIVING:

Respect for Property: Please refrain from causing damage to any property or its contents. Modifying or adding items (such as posters on walls) is not permitted. Maintenance of Interior: Ensure that the interior of the property is kept in good condition, clean, and habitable. Volunteers are responsible for any necessary cleaning costs to restore the property to its original state.

Noise Consideration: Out of respect for fellow residents, kindly avoid making noise between 11 p.m. and 8 a.m. Noise disturbances should be minimized during other hours as well. Non-Smoking Environment: We prioritize non-smokers; however, designated outdoor smoking areas are available. Cigarette butts should be properly disposed of in ashtrays.







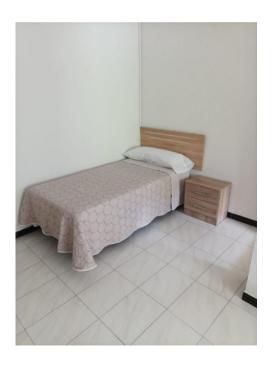
Waste Management: Dispose of all garbage (regular, recycling, and compost) daily in the outside containers. Do not leave garbage bags in rooms or common areas.

Fire Safety: Keep hallways clear and unobstructed, as blocked pathways pose a fire safety risk.

**Utility Controls**: Avoid adjusting heating controls or thermostats; these are regulated centrally by staff.

**Energy Conservation**: Conserve energy by turning off lights and electronic devices when not in use.

Community Cleaning: Participate in weekly collective cleaning sessions and monthly deep cleaning efforts.







#### **PERSONAL SPACES**

Room Maintenance: Volunteers are responsible for cleaning and tidying their rooms and bathrooms. Rooms should be kept tidy and clean each morning.

Bathroom Etiquette: Do not flush non-organic items down the toilet. Please dispose of hair properly after showers to prevent drainage issues.

Electrical Devices: Turn off all lights and electrical devices when leaving your room.

#### Kitchen and Laundry Etiquette:

Kitchen Usage: Keep the kitchen clean after meals, including oven and stove cleanup, dishwashing, sweeping the floor, and storing leftovers.

Laundry Practices: Use washing machines efficiently and pick up your clothes promptly to allow others to use the laundry room. Return laundry baskets to the laundry area after use.



#### IMPORTANT NOTES



Community Responsibility: Maintain common areas and bedrooms to high cleanliness standards as visitors and Permacultura Cantabria team members may occasionally visit.

Respectful Conduct: Any form of violence or antisocial behavior is strictly prohibited. Permacultura Cantabria promotes a culture of peace and harmonious coexistence. Energy Usage: Excessive energy consumption may result in additional charges shared among residents. Visitors are not permitted to spend the night in the

Collaborative Effort: Each resident plays a role in sustaining a sustainable and pleasant living environment. Your cooperation in daily cleaning tasks ensures the well-being of all residents.

accommodations.

Additional guidelines will be collaboratively established during induction, including specific behavioral expectations and internet usage policies. If you have any questions or need clarification, please do not hesitate to ask. Your respectful adherence to these guidelines creates a nurturing and harmonious living environment for all residents. We look forward to welcoming you to your new Spanish home at Permacultura Cantabria.

#### SOME IMAGES OF SPORTS FACILITIES IN SARÓN























# USEFUL INFORMATION AND PRACTICAL DETAILS

If you think you've packed everything... THINK AGAIN! Consult the list of items you'll need to bring.

#### \* SHARED ACCOMMODATIONS:

You might share your room with other individuals of the same gender but different nationalities. A set of towels and bed linens will be provided, and it is your responsibility to maintain them throughout your stay.

#### \* STAY IN SPAIN:

Please note that Permacultura Cantabria will not offer additional accommodation for your stay in Spain outside your volunteer dates. If you plan to arrive earlier and/or stay after the project's activity period, kindly inform us as soon as possible.

#### **WIFI AND COMPUTING DEVICES:**

We offer wireless internet access at Permacultura Cantabria, as well as at Pensión Los Rosales and Pensión El Ferial. If you bring your own device/laptop, please ensure you have your personal power adapter compatible with Spanish outlets. While outlets in Spain are generally standard, it's advisable to be prepared.

#### MPORTANT NOTICE:

The weather in Cantabria can be highly unpredictable. Therefore, bring warm clothing to stay comfortable both during work and at home. Additionally, we recommend bringing an extra pair of appropriate outdoor shoes or boots, as the picturesque Cantabrian countryside is nearby, and you'll undoubtedly find them essential!

### REIMBURSEMENT OF TRAVEL COSTS



Sending organization reimburses 100% of eligible travel costs (within the maximum limits set by the Erasmus+travel distance bands, which is €275 for the route from Poland to Spain). Additionally, please consider the following details:

All travel costs will be converted, calculated, and paid in Euros (EUR) based on rates provided by the European Commission's website:

Exchange rate (inforEuro) %

Reimbursement will be processed exclusively upon presentation of original tickets to the Permacultura Cantabria project team. Please retain all original tickets related to travel expenses.

For flight reimbursements, the tickets and invoices must be original, indicating the passenger(s) name, flight dates, departure and arrival locations, airline, and price. Other types of tickets should include the route, date, and travel cost.

If you booked your flight online with EasyJet, Wizzair, Ryanair, we require the official email confirming your booking, which should also include your name, route, and price.

Kindly preserve the original confirmation email of your online booking, along with the printed itinerary displaying the date and time. Please also retain the email sent to you by the travel company. Don't forget to keep your boarding passes.

Travel expenses incurred outside the project dates will only be reimbursed if approved by the Permacultura Cantabria project team.

Both the Sending and Receiving organizations are available to assist the volunteer with any inquiries that may arise.

If you require Permacultura Cantabria to cover your flight, bus, or train expenses, please contact <a href="mailto:permaculturacantabria@gmail.com">permaculturacantabria@gmail.com</a>



## FREQUENTLY ASKED QUESTIONS



#### WHO HANDLES THE PURCHASE OF AIRPLANE TICKETS?

Once you have been confirmed as a participant in the exchange program, it is your responsibility to arrange and purchase your own flight. We provide a maximum budget of €275 to assist you with this purchase. To facilitate the reimbursement process, it is imperative that you retain both your airplane ticket and boarding pass. Please scan these documents immediately after your journey and email them to us to ensure they are not misplaced.

#### WHEN WILL THE REIMBURSEMENT FOR THE FLIGHT PURCHASE BE PROCESSED?

The reimbursement will be processed after the completion of your stay in Spain. This procedure ensures your sustained interest and participation. It is essential to maintain all relevant documents accurately, as we will require them to verify your travel expenses.

#### \*\* ARE THERE SCHOLARSHIPS OR FINANCIAL ASSISTANCE AVAILABLE?

Yes, you will receive €150 per month (€5 per day) to assist with your daily expenses. This "pocket money" will be transferred directly to the bank account you provide. Payments will be made in Zlotys directly from sending organization and will be adjusted based on the exact number of days you have stayed. For example, if you arrive in the middle of the first month and stay for 15 days, you will receive €60 (15 days × €5 per day). If you stay for the entire month of 31 days, you will receive €155.



The pocket money will be deposited into your bank account during the first 5 days of each subsequent month. For instance, if you stayed for the entire month of January (31 days), you are entitled to €155, which will be transferred to your bank account during the first five days of February.

#### WHAT TYPE OF INSURANCE COVERAGE DO I HAVE?

As the hosting organization, we provide liability and accident insurance for all participants, in addition to the standard insurance provided by CES (...). We also recommend obtaining a European Health Insurance Card, which allows you to access the Spanish healthcare system without any complications.

#### WILL THERE BE ANY SUPPORT OR SUPERVISION PROVIDED?

During your stay, you will have a dedicated mentor responsible for coordinating tasks, activities, schedules, evaluations, and training sessions. This mentor will assist you with any requirements to ensure your stay is both successful and secure.



# WHAT ACTIVITIES WILL I BE ENGAGED IN DURING MY STAY?

The activities you participate in will be tailored to your interests. Our organization has a dedicated team to assist you in developing your skills and interests. Some of our common offerings include:

- Learning to write European projects.
- Building international networks by connecting with European organizations.
- Enhancing your digital skills by creating educational content for young people, such as interactive escape rooms, games, apps, etc.
- Participating in environmental activities like tending to the garden, plants, cleaning green areas in the municipality, etc.
- Engaging in artistic activities to beautify the association and the neighborhood.
- Actively participating in sports competitions, either as a volunteer or a participant. We offer facilities like a gym, swimming pool, paddle tennis courts, football, basketball, etc.
- Assisting in the kitchen to prepare traditional meals and with cleaning tasks.
- Attending educational activities, courses, and other opportunities that may arise during your stay.
- Teaching classes and language exchanges with neighbors and young people interested in improving their language skills.



# HOW WILL ROOM ASSIGNMENTS BE DETERMINED?

We offer rooms for 2, 3, and 4 people. Initially, room assignments will be made considering factors such as age, gender, and cultural backgrounds. As you become acquainted with each other, room changes are permitted, provided all parties involved are in agreement. Final approval for room changes will be granted by the activities coordinator.



### ARE WASHING MACHINES AVAILABLE?

Yes, we have washing machines on the premises. However, due to the high demand, especially in our humid region, we also provide coin-operated washing machines and dryers at a nearby facility. This option allows you to efficiently wash and dry your clothes.





### THOW ARE MEALS MANAGED?

We provide a restaurant service that prepares breakfast, lunch, and dinner daily. Additionally, packed meals are available for weekends, catering to those interested in excursions, outings, or late-night activities. This arrangement ensures both the participants and the kitchen staff have adequate rest.



#### ARE DIETARY INTOLERANCES TAKEN INTO ACCOUNT?

Yes, our kitchen team is fully equipped and authorized to accommodate special dietary needs. We request that you support your special requirements (such as allergies or intolerances) with a medical certificate.

Preferences without medical documentation will still be considered, although managing these preferences becomes the participant's responsibility if the kitchen is unable to accommodate them. This is due to the increasing variety of preferences observed in recent years, which presents challenges for our kitchen staff. We prioritize addressing genuine special needs and offer a nutritious variety of food. Participants with needs we consider excessive are expected to manage these needs with their pocket money.







# **HOW TO GET TO SPAIN**

# **SANTANDER AIRPORT** %

These are the best options to arrive and the links to find

timetables and make reservations:

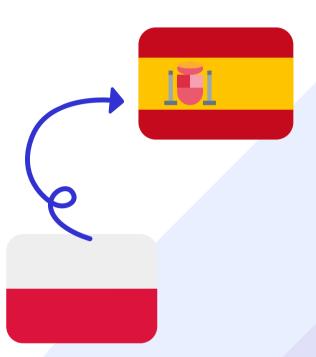
Santander Airport Webpage

It is 15 minutes far from the city center. It is a local airport, which counts with low cost airlines like RYANAIR. The rest of flights could be expensive.

RYANAIR WEBPAGE 次

# BILBAO AIRPORT 🖔

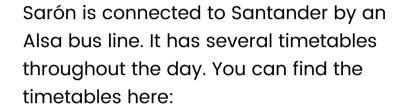
It is probably one of the best options. It is a small airport, but much more active than Santander's. It is located outside of the city of Bilbao.



# **HOW TO REACH THE LOCATION**

#### **PUBLIC TRANSPORT**

# FROM SANTANDER



### Alsa bus company 🖔

It is also possible to rent a car from the airport if you prefer.

The prices for a car rental (in Santander or Bilbao airport) are around 20 euros per day, depending on the car's engine.

We recommend you to use this company: HERTZ

# FROM BILBAO

Step 1: Bilbao Airport to San Mamés Bus Station: To get to Bilbao's bus station, there are buses from the airport every 30 minutes. The cost is approximately 1,45€. It is the public bus line (Bizkaibus) and the line number is A3247.

Step 2: San Mamés Bus Station to Santander Bus Station. Buy tickets at ALSA company, approximately 6,90€. Please consult the time schedules on the website.

Step 3: Santander Bus Station to Sarón: Buy the tickets at ALSA company.

# **HOW TO REACH THE LOCATION**

#### PRIVATE TRANSPORT

#### TAXI - BILBAO TO SARÓN

The taxi option will only be available for special timing, such as late at night or very early in the morning. Its price is around 80 euros per taxi and 100€ per taxi at night.

#### TAXI - SANTANDER TO SARÓN

The taxi option will only be available for special timing, such as late at night or very early in the morning. Its price is around 40 euros per taxi and 60€ per taxi at night.



Click here to Pensión Los Rosales in the map.



Click here to Pensión El Ferial in the map.









The area is only a little over 5,000 km2, but it really has it all. Whether youre a nature lover, culture fan, sport enthusiast or a foodie, you'll find your niche here.

Cantabria displays a surprising range of landscapes: coasts, marked by cliffs and beaches, always green valleys and the mountain range with the famous Peaks of Europe. Surfing and mountain climbing are among the most popular activities around here.

VIDEO ABOUT CANTABRIA



# CAVES: CANTABRIA'S UNDERGROUND PARADISE Beneath its beautiful mountains and meadows, Cantabria hides a priceless underground treasure. It is a mysterious world of extreme beauty, packed with art, fanciful shapes, faint lights and shadows, and resonating sounds: a huge network of fascinating caves and caverns.







Santander is a city where you can feel at home, relax and enjoy discovering all its attractions, its natural beauty, its extraordinary gastronomy, the human quality of the people of Santander, its vibrant cultural life and its abundant leisure activities.

It is a city that combines an urban environment with the essentials of Cantabria: beaches, hobbies, nature, gastronomy and culture.













Upon submission of your application, we will review your details thoroughly. If you are preselected, we will promptly reach out to you and provide further information.

Additionally, we will schedule an online interview to facilitate a more in-depth mutual understanding.



# SHORT-TERM VOLUNTEERING IN SPAIN







