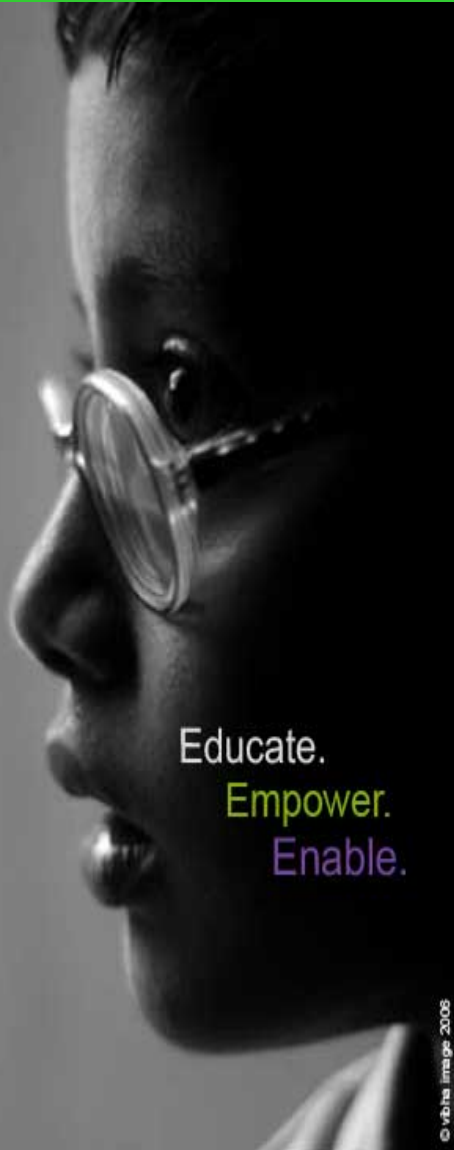




Educate.  
Empower.  
Enable.

# Hands-on-Volunteering

*- An initiative by Vibha, India*



Educate.  
Empower.  
Enable.

- **Vibha's Vision**
  - Ensure that every underprivileged child attains his or her right to education, health and opportunity.
- **Vibha's Mission Statement**
  - Educate, empower and enable every individual who wishes to make a positive difference in the life of the underprivileged child.

# Vibha's Project Support Model



Vibha supports projects undertaken by other organizations by providing financial and logistical assistance.

Vibha's initiatives are not alternatives or replacements of those provided by the local, state or central governments. Vibha will try to provide the services where such government-sponsored services are either missing or insufficient.

Since the social and domestic environment significantly affects the child's development, Vibha will also focus on the improvement of these environments even though these projects may be seen as indirectly affecting child development.



Educate.  
Empower.  
Enable.

# Hands-on-Volunteering – Vision



Vibha volunteers in India are the eyes, ears and hands of Vibha-US. Enabling Vibha volunteers to take up Hands-on-volunteering (HoV) will be a step forward in Vibha's mission. While satisfying the urge of a large number of volunteers to make a positive difference to the society, HoV will also bring them closer to the world they are making this difference to.

It is also a step for Vibha to come closer to the projects it is supporting. HoV will help in imparting some serious experience in the field of social work to the volunteers.

Educate.  
Empower.  
Enable.

# Hands-on-Volunteering - Objectives



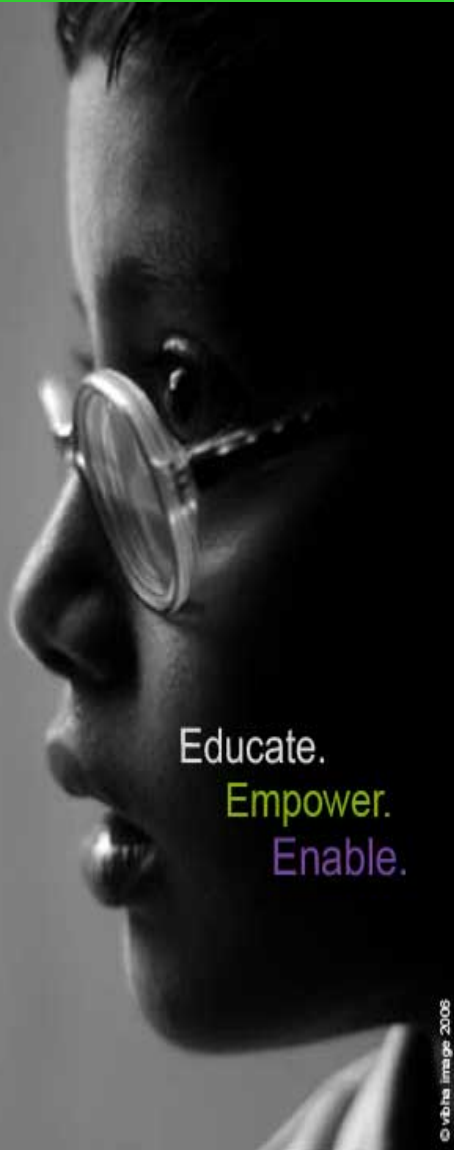
Educate.  
Empower.  
Enable.

© vibha image 2008

- Provide an opportunity to interested volunteers to work at a grass root level in an organized way
- Get more volunteers to experience the vision and mission of Vibha in an enjoyable manner
- Help out supported and unsupported projects in ways other than finances
- Benefit projects (supported and unsupported) from specialized skill sets or interests of volunteers
- Improve Vibha's networking
- Develop trust between Vibha and supported projects
- Improve Vibha volunteers' experience in monitoring/assessing projects
- Be a messenger to the greater society that with enough participation and resources, things can change in the lives of the underprivileged children

***HoV is not an obligation by the projects whom Vibha is supporting. It is a matter of mutual benefit and satisfaction***

# Some Volunteering Myths



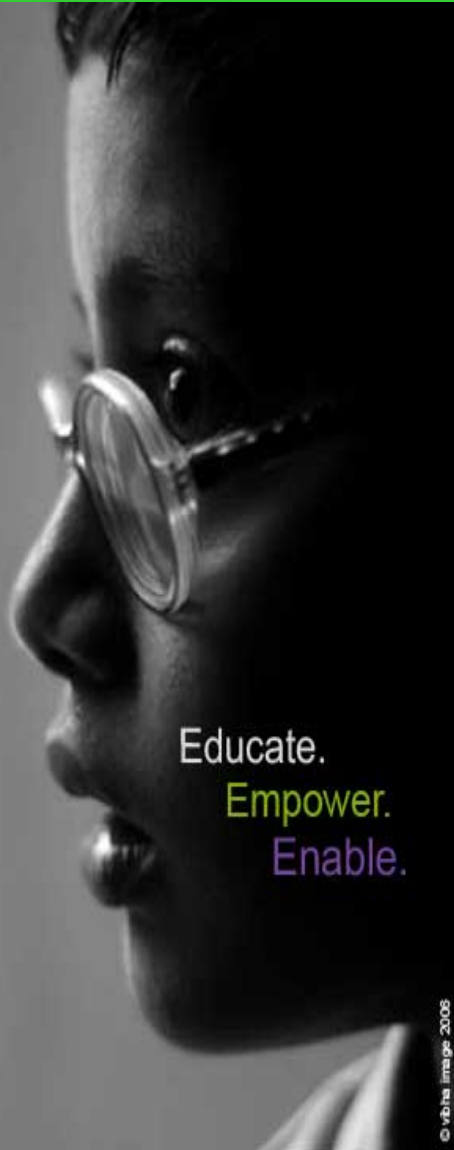
Educate.  
Empower.  
Enable.

© vibha image 2008

- ***“Hands on volunteering is going every week and teaching”***  
It is easier to get a paid teacher who will devote 40 hours or more per week for the same activity. Your skills can be better utilized if you motivate these teachers or organize some activity.
- ***“I want a school near my home/office”***  
In fact study shows that volunteers from far flung places are more regular than those staying close by. It is your dedication and commitment that matters, not the distance.
- ***“I don't know the local language”***  
Doesn't matter. You can still help out in various other ways with your own skill sets.
- ***“Volunteering activity can be done only on holidays”***  
Not necessarily. Look out for activities that you can take home. There are lots of them. For e.g. contacting the Education Department on behalf of the schools or upgrading the course content for a class



# HoV - Scope & Limitations



Educate.  
Empower.  
Enable.

© vibha image 2008

- **HoV in Vibha-supported Projects**
  - Vibha volunteers can go about helping Vibha-supported projects in all ways, including administrative activities.
- **HoV in Non-supported Projects**
  - Projects which are currently not being supported by Vibha have to go through minimal selection criteria before any HoV activities can be taken up. However, a Vibha volunteer can choose to volunteer in a non-selected project in his or her individual capacity.
- **Special question on fund raising/soliciting:**
  - For projects being supported by Vibha, the HoV volunteer can help out in fund-raising events as Vibha Volunteers
  - For non-supported projects, if HoV volunteer wishes to help out in fund raising/soliciting events, he or she may do so in their individual capacities

Non-supported projects include programs which are being conducted by the same organization for which Vibha is supporting a project. For e.g. Organization A might be carrying out a child development program X and a women help program Y. Vibha is supporting X. Program Y falls under the "Non-supported projects" category

# HoV - Dos



- **Get to know Vibha.** Go through the FAQ
- **Get to know the project** and organization you will volunteer for. The HoV team has induction material for all the projects
- **Be cognizant of your limitations.** It is alright to politely refuse something you know you will not be able to do, rather than committing and then defaulting
- **Be aware of the project's conveniences.** Your interaction should not be viewed as an obligation by the project.
- **Try forming groups** of 3 – 5. That way someone is always available to take forward the action plan even if a few are not available due to their personal commitments



Educate.  
Empower.  
Enable.



## HoV – Dos (contd.)



Educate.  
Empower.  
Enable.

- **Give a heads up to the project** in case you are not able to continue or keep up with your commitment. This will help them to minimize the impact and plan accordingly
- **Be there on time**
- **Maintain the communication protocol.** Any queries, updates, modifications related to funding or monitoring by Vibha should be redirected to the Project Lead
- **Keep your word.** If you have promised something, try your best to keep it. We want to make a positive change and by not keeping our promises we might affect the projects negatively.

## HoV – Don'ts



- **Take care that your involvement does not hinder the regular working of the project.** This is especially important since those projects are getting financial assistance from Vibha. They should not feel obliged to keep you happy.
- **Do not take up reporting activity at the project related to Vibha funding or monitoring.** It will amount to unfair practice if Vibha volunteers prepare reports to be verified by the Vibha monitoring team.
- **Do not confront project officials directly.** If you have any grievances or require an escalation, please follow the formal escalation procedure.

Educate.  
Empower.  
Enable.

***Whatever you do keep in mind your own dignity, the dignity of Vibha and above all the dignity of the Child***

# Communication & Escalation

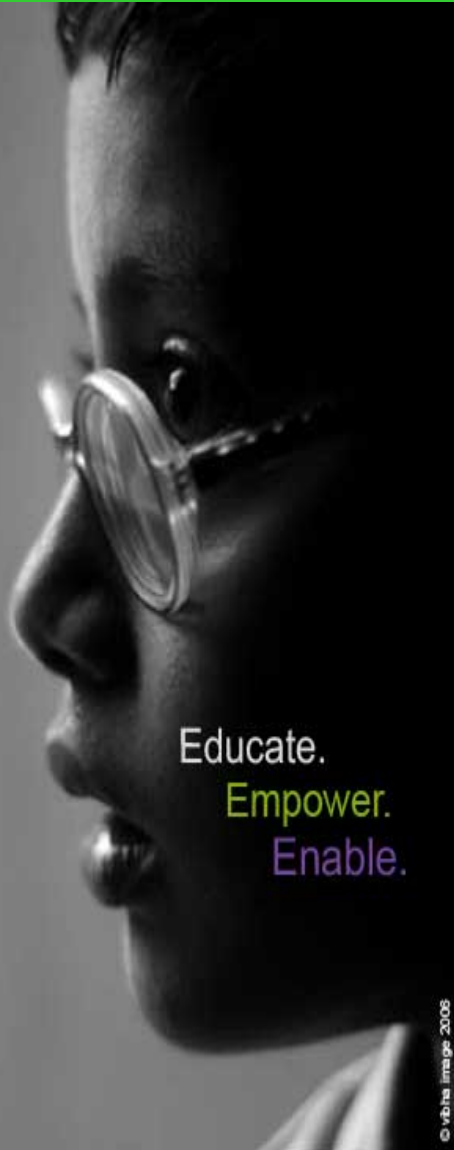


The role of the Vibha HoV management team is to facilitate the access of volunteers to projects and to organize and continuously improve the efforts of volunteering. When a volunteer approaches the HoV management team, they try their best to match the skills and requirements. Thereafter, it is unto the volunteer to build a rapport with the project or the NGO.

Maintaining a protocol for communication helps in managing affairs. In case you have an issue to report or a grievance please contact the **HoV Lead** in your area or the **National HoV Management team**. The HoV Management team will keep the Project Lead in the loop for all communications/issue resolutions that happen.

Educate.  
Empower.  
Enable.

# Examples of Volunteering Activity



Educate.  
Empower.  
Enable.

© vibha image 2008

- Speak to the children about your profession. You will be surprised at how limited ideas they have in terms of profession. Out of a class of 50 students, you will find them only aware of 4 – 5 professions
- Instead of teaching the kids, you can perhaps review and upgrade their course content. This way you will make an impact on 9000 students rather than 200 students
- If you are a bureaucrat, you can perhaps help the schools by helping them in the process of getting the land in their name
- If a school needs an electric point to be done, perhaps you can talk to the local electrician. You will be in a better position to understand whether he is a qualified/certified electrician and whether his charges and quality of work are fair
- Mentor a child and inspire them to reach new heights



Thank You  
&  
All the Best

Educate.  
Empower.  
Enable.

*Hope you will have an enjoyable  
experience!*