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# 01 INTRODUCCIÓN

Get to properly know a project is always a quite hard job to discover beforehand. Not a lot of clear information is displayed through the web.

Although it is always more interesting to discover things by oneself, we, from **ÁGORA CULTURAL**, understand that many questions go through your head about, for example who?, what?, where?, how?, etc....

We have tried, through this short guide, to answer common questions before you can decide whether willing or not take advantage of this great opportunity that will afford you interesting experiences! [at least we hope!].

**PLEASE TAKE THE TIME TO CAREFULLY READ THE FOLLOWING LINES SINCE IT WILL HELPS FOR A CORRECT UNDERSTANDING!!**

Getting started, so you know, **ÁGORA CULTURAL** [us!], is the Coordinating Organisation taking care of the practical, follow-up, support and training arrangements during your **VOLUNTEERING ACTIVITY** project. On the other side, you will participate as volunteer within the Host Organisation **Asociación BONAGENT ADPI** who will be in charge of all the issues referring to your volunteer activities [holidays, tasks, schedule, follow-up, support, etc...].

As a very quick view, **ÁGORA CULTURAL** has nearly 20 years experience in the field of European Mobility Projects [ERASMUS+, EUROPEAN SOLIDARITY CORPS, NATIONAL & INTERNATIONAL TRAININGS, STUDY & WORK INTERNSHIPS, etc...] acting as Coordinating Organisation. Among the different projects run, the **VOLUNTEERING ACTIVITIES** gets our utmost. We have been coordinating more than 500 host volunteering mobilities so far. It is very important for us that you enjoy this opportunity to live an immense and intense living and learning journey. We really need to underline some important points and really need you to know AND agree with all the logistical points to avoid any misunderstood once here.

So let me list or tell you about what we expect...

Our way of thinking about **VOLUNTEERING** is quite simple, being to share, to be a group...

# 02 HOST ORGANISATION BONAGENT ADPI

## INTRODUCTION

The **ASOCIACIÓN BONAGENT**, Amigos de las Personas con Discapacidad Intelectual (hereinafter **BONAGENT ADPI**) is a non-governmental and non-profit Institution, Public Utility declared by the Cabinet of Ministry on September 26, 1980, whose mission is to improve the quality of life of people with Intellectual Disability and their families.

**BONAGENT ADPI** provides services to assist youth and adults with Intellectual Functional Diversity in their free time, social life, continuing education, training and employment, sheltered housing, etc... in order to improve their quality of life, promote personal autonomy and opportunities for socialisation.

It serves more than 600 people with intellectual functional diversity over 18 years old and their families through various services and support programs, and its scope Valencia and its metropolitan area. It has a multidisciplinary team of 22 professionals and a team of 122 volunteers who collaborate in solidarity with the mission of the institution.

## ACTIVITIES

The developed activities cover the following areas: **LABOR INSERTION AREA, LEISURE AND FREE TIME AREA, PERMANENT EDUCATION AREA FOR ADULTS, INDEPENDENT LIVING AREA and DAY CARE AREA**

### 1. LABOR INSERTION AREA

Ensure that the participants have a daily occupation, are trained in occupational and pre-work skills through the development of products and, in this way, work on individual objectives centered on the person.

Provide measures that place the target group in a position to access the ordinary job market, providing in an integrated, realistic and efficient way resources adapted to their situation.

The main purpose is, through specific actions, the labor insertion of people with functional diversity.

Services:

- + Art Workshop
- + LA ALQUERÍA Agro-Ecological School
- + INCORPORA Program

## 2. LEISURE AND FREE TIME AREA

It is intended that people with intellectual functional diversity have a meeting point for inclusive leisure. It takes place in a standardised environment, on weekends, throughout the year and during holidays.

The objective is that the target group can enjoy inclusive and integrative leisure.

### Services:

- + Holidays schools (Summer, Christmas, Easter, etc...)
- + 4 leisure clubs
- + Trips and outings
- + Celebrations

## 3. PERMANENT EDUCATION FOR ADULTS AREA (EPA)

It is a training service for the promotion of personal autonomy. It includes all the training actions aimed at people with intellectual functional diversity, for social inclusion and independent living, those fundamental competences in the development as people, of great importance for their work preparation and their subsequent integration into the job market, to their participation in society and for the development of an independent life.

The main objective is to promote the personal autonomy of people with intellectual functional diversity, through the training actions included in the training service.

### Services:

- + Review classes of school graduate subjects
- + Computer workshop
- + Autonomy workshop I: reading
- + Autonomy workshop II: euro workshop
- + Painting workshop
- + Body expression workshop
- + Social skills workshop
- + Speech therapy

## 4. INDEPENDENT LIVING AREA

Encourage and support the independent life of people with intellectual functional diversity to achieve a life that is as autonomous as possible, either in our sheltered homes, or by supporting those people with disabilities who live alone at home.

Inform and guide families in independent living.

Advise and guide for the training of beneficiaries to draw up their independent living plan.

### Services:

- + Sheltered Homes
- + Independent Living Advice

## 5. DAY CARE AREA

Ensure that people with Intellectual Diversity are not at home without occupation and serve as a respite for families, who need their relatives to be well cared for in order to go to work or continue with your usual life, as far as possible.

It consists of a process of socio-educational intervention of a preventive and formative nature aimed at achieving the insertion of the person with intellectual diversity in those resources that help their personal development and ultimately, that improve their quality of life and that of their family , as well as strengthening and developing the capacities of the person with diversity, in their physical, affective, cognitive, communicative and social insertion aspects, promoting the highest possible degree of autonomy and social inclusion. Promote interpersonal relationships avoiding social isolation.

The activities carried out are focused on improving their autonomy and self-determination in activities of daily life.

### LOCATION

Calle Isaac Peral, 25 bajo

46022 Valencia

+34 96 330 14 77

[voluntariado@bonagent.org](mailto:voluntariado@bonagent.org)

[www.bonagent.org](http://www.bonagent.org)

<https://goo.gl/maps/hZtN9mRjkzP7BzHJ6>

# 03 HOST VENUE VALENCIA

BONAGENT ADPI is based in the City of Valencia, more specifically in the neighbourhood of Algiros in the south of the City.

Algiros is the name given to the 13th neighbourhood of the city of Valencia (Spain). It is located in the southwest of the city and is bordered to the north by the municipality of Alboraya, to the west by the Maritime Towns, to the south by Camins al Grau and to the east by Benimaclet and Pla del Real.

Valencia is a municipality and a city in Spain, capital of the homonymous province and of the Valencian Community. With a population of 789,744 inhabitants. (2021) is the third most populous city and metropolitan area in Spain, behind Madrid and Barcelona. Its historic centre is one of the largest in Spain and thanks to its historical and monumental heritage and its various scenic and cultural spaces, make it one of the cities with the largest influx of national and international tourism in the entire country. Among its most representative monuments are the Miguelete, the Cathedral, the Serranos and Quart Towers, the Silk Exchange, declared a World Heritage Site by UNESCO in 1996, and the City of Arts and Sciences. It should also be noted that the Museum of Fine Arts of Valencia as well as the Valencian Institute of Modern Art (IVAM).

Valencia is a city with innumerable festivals and traditions, among which the FALLAS ([www.fallas.com](http://www.fallas.com)) stand out, which were declared as festivals of international tourist interest and Intangible Cultural Heritage of Humanity by UNESCO.

Valencia has a Mediterranean and semi-arid climate that is warm, mild and slightly rainy in winter and hot and humid in summer. January is the coldest month, with average maximum temperatures of 16-17°C and minimum temperatures of 7-8°C. The warmest month is August, with average maximum temperatures of 35°C and minimum temperatures of 25°C and high relative humidity.

#### **LINKS OF INTEREST:**

[www.valencia.es/cas/inicio](http://www.valencia.es/cas/inicio)

[www.spain.info/en/destination/valencia](http://www.spain.info/en/destination/valencia)

[www.visitvalencia.com](http://www.visitvalencia.com)

# 04 LEARNING OPPORTUNITIES

**VOLUNTEERING** experience for a young person is a very important phase either negative as positive. So regardless of the abilities, skills or hypothetically acquired knowledge, the emotions, people and moments can sometimes be measured in first place. But realistically, what we would like you to acquire during the experience both in Spain and the project is the following:

## **INTEGRATION INTO THE ORGANISATION**

- Participation in the host project in collaboration with other professional and national volunteers and students (internship)
- Integration into a work team

## **SOCIAL AND INTERCULTURAL SKILLS**

- Knowledge of the traditions and history of Spain
- Coexistence with other European volunteers
- Understanding and integration in the Spanish Culture
- European and International Cultural Awareness

## **LANGUAGE SKILLS**

- Communicate for better integration

## **TECHNICAL LEARNING SKILLS**

- Increased the capacity of observation
- Acquisition of responsibility towards disadvantaged groups
- Development in the area of individual attention to people with intellectual functional diversity
- Support functions in specific programs to people with intellectual functional diversity
- Knowledge of Leisure and Free-Time activities for people with intellectual functional diversity
- Support functions to professionals in adapted sports activities
- Intervention support in outings and camps, etc...

- Increased understanding of the problems of people with intellectual functional diversity and their families
- Growing, development and distribution of organic products
- Planning and execution of the different actions that promote a healthy life
- Develop social skills for working with people with functional diversity
- Learn about different educational methods and be familiar with the most current models of intervention with people with intellectual functional diversity
- Participate in team meetings
- Learn about the management, organisation and functioning of an Association or a Farmhouse for people with functional diversity
- Learn about conflict management and conflict resolution
- Learn how to adapt actions and behaviours at different levels and needs of support

### **SKILL COMPETENCIES**

- Support and guidance on the tasks to be carried out
- Promote the integration of people with functional diversity in the social environment
- Expand or initiate work competences in the world of functional diversity in multiple areas of services and targeted care.
- Acquire skills of self-control and adequate educational management.
- Empowerment, feeling of usefulness and self-fulfilment



# 05 ROLE & TASKS

It is important to reiterate that all activities, in which you will provide your support and effort, will be carried out with the advice and under the supervision of the professional staff of BONAGENT ADPI.

Your role as volunteer in the project is to assist the professional staff in the daily routine. This will involve carrying out all the activities that have to be developed during the week schedule, in any area within the daily schedule of BONAGENT ADPI.

The volunteer never supersedes any job. The volunteer is a support figure in training, leisure, sports and educational activities developed with groups of People with Functional Diversity, under the supervision of professionals. Also, the volunteer is not directly being responsible for any users without the supervision of a professional.

The activities are divided into 5 sections:

## 1. Farmhouse (ALQUERÍA) during mornings from Tuesday to Friday

### TUESDAY

- Theoretical classes on organic farming
- Research and dissemination groups in organic farming
- Creation of documentary and photographic material
- Work in orchards and greenhouses

### WEDNESDAY

- Theoretical/practical classes in labour and social skills
- Orders management
- Cleaning of boxes
- Gardening and maintenance work

### THURSDAY

- Harvesting of vegetables and greens
- Preparation of boxes with orders
- Storage of orders
- Plantations
- Irrigation

### FRIDAY

- Distribution of orders
- Reception of visits
- Work in the orange grove

## 2. Arts/Cultural Workshops during mornings from Tuesday to Friday

Ensure that the users have a daily occupation, are trained in occupational and pre-work skills through the development of products and, in this way, work on individual objectives centred on the person. Provide measures that place the target group in a position to access the ordinary job market, providing in an integrated, realistic and efficient way resources adapted to their situation. The main purpose is, through specific actions, the labour insertion of people with Functional Diversity. Cultural outings are also planned.

## 3. School For Adults (Escuela Para Adultos = EPA) 2 afternoons per weeks

Support functions to the professional in the different services provided, depending on the day:

- + Review classes of school graduate subjects
- + Computer workshop
- + Autonomy workshop I: reading
- + Autonomy workshop II: euro workshop
- + Painting workshop
- + Body expression workshop
- + Social skills workshop
- + Speech therapy

## 4. Club de Ocio (Leisure Club) on Saturdays

It is intended that people with Intellectual Functional Diversity have a meeting point for inclusive leisure. It takes place in a standardised environment, on Saturdays, throughout the year (From mid-October to June included).

The objective is that the target group can enjoy inclusive and integrative leisure (cinema, bowling, theatre, coffee, etc...).

## 5. Leisure and free time

Participative leisure is a right of people with intellectual functional diversity.

LEISURE plays an essential role in people's lives and it is a fundamental right of which nobody should be deprived for reasons of disability, gender, sexual orientation, age, ethnicity or any personal or social circumstance.

Under these premises, the Leisure Department's main objective is to offer trips and activities to people with functional diversity that promote citizen and social participation in order to achieve the effective exercise of their rights.

Activities that take place throughout the year:

- + SMALL TRIPS (Fallas, Easter, May, July, Halloween, Constitution Day and Christmas)
- + SUMMER HOLIDAYS (August)
- + LEISURE SCHOOLS (Christmas, Epiphany and Easter)

Activities that are planned throughout the year may be subject to changes in time depending on demand. Therefore, volunteers will receive a monthly planning in order to know in advance the activities in which they will participate.

The activities will be carried out through monthly shifts (FARMHOUSE/BONAGENT), which will be rotating between the two European volunteers carrying out their activities in the Host Entity BONAGENT ADPI.

The timetables will depend on the activities scheduled monthly.

Different schedules are offered depending on the activities performed along the year:

### **SCHEDULE 1 FARMHOUSE from September to mid-October**

ALQUERÍA from Monday to Friday

Summer schedule (September) from 8:30am to 12:30am

Winter schedule (October) from 9:30am to 1:30pm

EPA 2 afternoons per week from 5:30pm to 7:30pm

Saturday and Sunday FREE

### **SCHEDULE 1 BONAGENT from September to mid-October**

ARTS/CULTURAL WORKSHOPS from Monday to Friday from 9:00am to 1:00pm

EPA 2 afternoons per week from 5:30pm to 7:30pm

Saturday and Sunday FREE

### **SCHEDULE 2 FARMHOUSE from mid-October to June**

ALQUERÍA from Tuesday to Friday

Winter schedule (from October to May) from 9:30am to 1:30pm

Summer schedule (June) from 8:30am to 12:30am

EPA 2 afternoons per week from 5:30pm to 7:30pm

CLUB DE OCIO Saturday from 4:00pm to 8:pm

Sunday and Monday FREE

### **SCHEDULE 2 BONAGENT from mid-October to June**

ARTS/CULTURAL WORKSHOPS from Tuesday to Friday from 9:00am to 1:00pm

EPA 2 afternoons per week from 5:30pm to 7:30pm

CLUB DE OCIO Saturday from 4:00pm to 8:pm

Sunday and Monday FREE

### **SCHEDULE 3 FARMHOUSE July**

ALQUERÍA from Monday to Friday

Summer schedule (July) from 8:30am to 12:30am

EPA 2 afternoons per week from 5:30pm to 7:30pm

Saturday and Sunday FREE

### **SCHEDULE 3 BONAGENT July**

ARTS/CULTURAL WORKSHOPS from Monday to Friday from 9:00am to 1:00pm

EPA 2 afternoons per week from 5:30pm to 7:30pm

Saturday and Sunday FREE

#### **SCHEDULE 4 AUGUST AND YEARLY LEISURE AND TRIPS ACTIVITIES**

As described above, leisure and outings activities are planned throughout the year in which volunteers will have to participate as a support member to the professionals.

Among these leisure activities, the following are included:

- + SMALL TRIPS (Fallas, Easter, May, July, Halloween, Constitution Day and Christmas)
- + SUMMER HOLIDAYS CAMP (August)
- + LEISURE SCHOOLS (August, Christmas, Epiphany and Easter)

It is important to take into consideration that these activities are part of the volunteers' planification. However, they will not have to participate in each and every planned trips. They are expected to participate in **all Leisure Schools** and **at least one trip per year** (two if desired, to be chosen from those throughout the year and in August).

During August, volunteers will have to participate at least to one of the Leisure Schools independently of the Summer Holidays Ca fr.

**Detailed information will be given upon arrival concerning this subject.**

# 06 WHAT CAN YOU EXPECT? WHAT DO WE EXPECT?

The Volunteer Project is a quality model for volunteers and its aim is to develop young people's solidarity, promote active citizenship and support young people's mutual understanding. A key element is the balance between offering a service to the Community and non-formal learning.

You will receive training and acquire new skills and competences as well as increase your European Awareness after this experience in another country.

In this way, taking part as volunteer in such a opportunity, you will:

- feel useful
- test your abilities
- learn from your surrounding
- improve your self-esteem and generosity
- become a change agent for a better world

Based on the interest shown and your needs, you will have the opportunity to propose and develop personal activities, thus being able to develop your creativity and entrepreneurial spirit and give your point of view on the different tasks to be carried out, such as being able to contribute new ideas that can enrich both you in your personal development and the users for whom the tasks are intended.

For us, it is important that volunteers have to be open-minded, without prejudice to participate in the activities. It is expected that the volunteers are motivated to learn about the Spanish culture and language. It is also desirable that the volunteers participate actively and have their own initiative, and an active and collaborative spirit. It will be essential that the volunteers are respectful and polite in their relationship with the professionals and users of **BONAGENT ADPI**

You will pass the most time of your days with different people [target groups, professionals, local volunteers, etc...] who are anxious to know you, to show you who they are and what they can do, to teach you at very different level, to give you warmth and their confidence. The impact, you volunteer provoke is greater than you can expect. The exchange is primordial. You need to receive but also bring back. Participation, initiative, sense of responsibility and flexibility would be very grateful and welcomed.

From our part, we hope make you feel comfortable, empowered and enterprising.

All the persons involved in the project are always trying that you can reach your expectations always if you show the willingness to do so.

In general, volunteers will have to:

- + be aware of the nature of the target group of the activities (People with Functional Diversity), be related to or have an interest in the Functional Diversity sector
- + be flexible in the culture and way of life of Spain
- + be aware of the responsibilities when volunteering (involvement in the agreed and proposed activities)
- + be ready and accept the fact that you will have to share daily life tasks as you will be living together with other volunteers from countries other than your own

On a more personal note, we would like the volunteers to be able to:

- + be willing to offer their own experiences and learn new ones
- + if possible, have a sufficient level of Spanish to maintain a simple conversation or at least be eager to quickly learn the language
- + be open to a new way of living
- + be a collaborator
- + be respectful
- + be supportive
- + have initiatives
- + be flexible
- + have a desire to learn and collaborate

# 07 PRACTICAL ARRANGEMENTS

The Coordinating Organisation **Asociación ÁGORA CULTURAL** is in charge of the practical and logistical aspects of hosting European volunteers.

It is very important to bear in mind that the following points are the general aspects that will be defined in more detail later on, depending on the selection process.

**ACCOMMODATION:** Volunteers live together and share a flat with all the necessary and regulatory comforts.

**MAINTENANCE:** The volunteers will receive the amount in accordance with the Program rules. The stipulated amount is 140,00 Euros per month.

**INTERNATIONAL TRANSPORTATION:** According to the distance calculator provided by the European Commission, the participants will have an amount of money to travel from the place of origin to the place of implementation of your mobility project.

**LOCAL TRANSPORTATION:** In this case, volunteers will receive a monthly transport card that will allow the travel in metro and bus.

**ALLOWANCE:** Each volunteer for their service as a European volunteer will receive 6,00€ per day, doing the proportional calculation of each month according to its duration and will be distributed at the beginning of each month.

**DAYS OFF:** Volunteers will enjoy two consecutive days off per week.

**HOLIDAYS:** Volunteers will enjoy of the holidays period in August as well as some days in Christmas period. Moreover, they will have 5 additional days of their own selection.

**INSURANCE:** As ESC volunteers, a Medical Cover under HENNER is provided. Although it is mandatory to be in possession of the European Health Card (if possible).

**SUPPORT AND MENTORING:** The support to the volunteers will be continuous. They will hold weekly meetings not only with their supervisor but also with their tutor in order to evaluate the course of their mobility.

**LANGUAGE TRAINING:** EUROPEAN SOLIDARITY CORPS Program enables each volunteer to learn Spanish through the Online Learning Support Platform. You will have the possibility to attend the online classes by yourself. Besides, **ÁGORA CULTURAL** will arrange face-to-face classes twice a week. Classes will be according to your level.

In the hope to have been able to offer a somewhat more benevolent description in general of what is going to be!

We warmly thank you for having taken the time to read this **General Guidelines INFO KIT!**

We keep at your disposal for any questions you may have. We will be really happy to answer! Just email us to [agoracultural@gmail.com](mailto:agoracultural@gmail.com)

[ÁGORA CULTURAL TEAM]