



IIC Info News

News Letter of the CISV International Interchange Committee
for National & Local Interchange Coordinators

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International Interchange
Committee, 2003-2004:

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Canada

Alternate Chair:

Frank Steffen, CISV
Germany

Full Committee Members:

Maria Luiza Pereira, CISV
Brazil

Monica Werkelin-Parenmark,
CISV Sweden

Vickie Breedlove, CISV USA

Jannicke Bjerke Falch,
CISV Norway

Co-opted Committee
Members:

Mamiko Watanabe, CISV
Japan

Lise Elboth, CISV Denmark

Jacopo Piccioli, CISV Italy

Picture of IC Committee

Go To

www.cisv.ca/iic

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 PLEASE SHARE THE INFORMATION IN THIS NEWSLETTER
 WITH YOUR LIC's and Other Friends of Interchange

NO to VIOLENCE

Once again, in Spain, we have seen the extreme of what CISV is trying to change in this wonderful world of ours - violence against the innocent. By all accounts we have not heard of any CISVers being directly affected by the vicious attack in Madrid - for this we can be thankful. Hundreds have sent their support to CISV-Spain and we add that of the IIC. In response CISV-Spain has sent the following memo to all CISVers and we like to share it with those that may not be on the international distribution list: (pls double click on the Adobe Icon below... you will need to have an Adobe Reader which you can get free from www.adobe.com)



This weekend CISV-Madrid had planned a Local Work minicamp for all ages. Below is a translated copy of the letter that was sent to all parents:

NEW GUIDE for all
Times &
INTERCHANGE GUIDE

Go To
<http://resources.cisv.org.guides>

FAMILY IC GUIDE FOR PARENTS

Go To
www.cisv.ca/iic

INTERCHANGE SPECIFIC FORMS

Go to
www.cisv.ca/iic

INTERNATIONAL FORMS

Go to
<http://resources.cisv.org.guides>

“Official”
Page

IIC Web

www.cisv.ca/iic

Dear CISV Madrid members,

Today, more than ever, we want to be more with those families that have been directly affected by the violent events that yesterday took place in Madrid.

The repulse to any kind of violence is one of the fundamental ideas our organization promulgates. That why today, once again, we say NO to violence.

From many parts of the world we have received hundreds of messages from the representatives of the organization you and your children are part of, requesting us to transmit to you their sorrow and support.

Once again we deem it necessary to say NO to violence, not at certain moments, but as a philosophy of life.

We hope you; your friends, families and colleagues have not personally suffered in this attack.

It is our wish that scenes of violence as such lived yesterday will never repeat.

Sincerely,

CISV Madrid

INTERCHANGE PRE-CAMP FROM ITALY / MODENA

Last month CISV-Egypt was kind enough to share with us a culturegram / information letter for visiting delegation explaining what they might expect in a visit to their country. This month Italy, more specifically Modena, has shared with us what they call an Interchange Pre-Camp. Waydago Modena – tanx for sharing.

I cannot emphasis enough that **each chapter provides the visiting delegation with some kind of Interchange Pre-Camp / Culturegame / Information Letter** outlining the uniqueness of their area and their culture.

In part, here is Modena's IC Pre-Camp: (..... indicates that parts were left out)

DATES TO REMEMBER
IC's STARTING
JUNE / JULY 2004

FEB. 28 - Administration Fee payable to IO for cancellations after this date

FEB. 28 - Application Forms for traveling delegations received by hosting chapter for matching

FEB. 28 - Only cancelled countries on the Open List at this time will be allowed to rematch

MAR. 31 - Matching of Delegates to be completed

MAR. 31 - No more Interchange matches after this date

APR. 15 - First group meeting of parents, delegates, leaders & LIC

Guide for Interchanges with Modena, Italy

Dear CISV'er.

This is a letter which is directed to all of you that attend a CISV activity with the chapter of Modena, Italy, and is meant to give you some additional general information about the city, the area, and some habits. Sometimes it is also important for your parents to know where you are going, and in which conditions you will stay.

Past experience, both with delegations leaving to other countries, or delegations coming to Italy shows that there are always some prejudices about the country, which will compromise the quality of the activities and we wish to avoid this.

When you go to a Village, you receive a Pre-Camp information, and this is meant to be some similar information to you, especially directed to Interchanges.

Please feel free to contact us in case there should be any other points you wish to clarify.

Arrivals and departures

The most convenient way to arrive to Modena is

About the area

Modena is a city located in the northern part of Italy, with a population of approx. 300.000 people. The city is very old, thus you will be able to see buildings that are 1000 years old, history going back before the middle age. Main living used to be on agriculture (since the area is completely flat), raising of animals, but has converted to small industries mainly divided into ceramic manufacturing, textile, medical machinery, mechanical components, agriculture and sport cars. All Italian sport cars are made in the area surrounding Modena, like Ferrari for instance.

Travel in Modena and traffic regulations

The traffic can be quite heavy in traffic hours, but the two easiest ways to move

Climate

Wintertime is humid and cold. It may snow for Christmas or in January. Summertime is humid and hot. Temperatures will reach and sometimes exceed 35°C during the daytime, and drop in the evening to somewhere around 25°C. If it should rain, it will last a little, or just be a thundershower. Due to this heat it is important that the participants drink enough water during the days.

Clothing

Bring plenty of light clothes, a sweater, swimming clothes and comfortable sandals. If you have a thin rain jacket this may be useful should a shower come.

Health

Modena has several hospitals for any emergency. It is important that you verify if your social security system in your country is valid in Italy.....

Personal care

Due to the warm weather, it's normal to take more than 1 shower a day, and change T-shirt and socks (if used). The family will be happy to clean the clothes you change.

Sun

It's worth while mentioning that the sun is strong, and that exposure to the sun will request that the participants (including the leaders) always take care that sun lotion is used in order to avoid burns, mainly when going to the pool.

Money

The local currency is

DATES TO REMEMBER
IC's STARTING
DEC, 2004 / JAN. 2005

AUG. 15 -
Administration Fee payable
to IO for cancellations
after this date

OCT. 15 - Application
Forms for traveling
delegations received by
hosting
chapter for matching

AUG. 15 - Only cancelled
countries on the Open List
at this time will be
allowed to rematch

OCT. 31 - Matching of
Delegates to be completed

OCT. 31 - No more
Interchange matches after
this date

NOV. 15 - First group
meeting of parents,
delegates, leaders & LIC

Drugs and tobacco.

CISV is a drug free organization. However we want to stress that if you should have any type of drug, this is considered against the law, and the law will be enforced. Recent law changes makes no difference between "light and heavy" drugs. Dogs are used for detection on all major places, airports and trains included. CISV Modena would appreciate if the leaders who have to smoke, to do so when not participating in an activity, and if in presence of other people (like families) to ask if it disturbs.

Religion

The main religion is catholic, but there is a church for protestants as well as a synagogue in the city.

Daily living

Italian life has routines that are quite fixed. Breakfast when you wake up, lunch at 1 p.m., snack at 4-5 p.m. and dinner at 8 p.m. Dinner is a special moment where the families eat together, and share the daily events.

Language

The younger generation speak some English, but often you have to use some gestures to help out. Try to speak, slowly in order to communicate. In case you know any Latin languages (Spanish, Portuguese, French...) these may help you to make yourself understood since some words are similar or the same.

Food

Italian food is famous, and

*People tend to eat light food in the summertime, salads, melons, fresh fruit etc. due to the heat but as a general rule one can say that in a meal the first dish is normally rice or pasta, second dishes based on meat (less fish due to the distance to the sea) and cakes or fresh fruit as dessert. Unless you have special health problems, you may taste everything without bothering about getting ill. Another point worth mentioning is the water. Italians often drink bottled water (with or without gas). However, **the water in the tap can be drunk in all houses. It's guaranteed clean.** This may be different along the streets in the city, be aware not to drink from fountains unless the Italian leader says it's clean.*

As a sweet, eat the "gelato". Italian ice-cream is famous, and good. Please make sure you try different tastes.

Activities

Your stay will include a lot of activities with the rest of the group, and some with the family, like the family weekend. You will have sightseeing's in the northern part of Italy, and shopping opportunities for Italian style. Don't worry about how to use your time in Italy.

We are sure that you will feel comfortable in Modena, and we will do our best to ensure that your stay will be a success. In any case, should there be any necessity for further information, you may contact me and I will do my best to answer.

Sincerely yours

President of CISV Modena

Novella Barbieri

E-mail Interchange co-ordinator CISV Modena : hermod.allertsen@bt-group.net

Some CISV Facts

Since 1951, a total of 4,497 International CISV activities have been held with 170,000 participants from 100 countries.

Today, 65 nations participate in CISV activities, and there are over 150 chapters around the world.

Each summer, over 7,000 people, most of them children and youth (aged 11 – 18) participate in CISV's international programs.

There are close to 40,000 CISV members worldwide.

CISV's international volunteer staff devotes a total of **over 250,000 hours** each year to running CISV's programs.

INTERCHANGEUPDATE

By March 14, 29 ICs were handed back / cancelled which is approx 28 % of those we started with after the AIM. Although the cancellation are sad, this is about 1/3 less than last year. At the present time, with re-matching, we have 79 active ICs. We hope that by the end of the month we will get a few more re-matches. FYI below is a table summarizing the number of Interchanges we have had in past years.

Year	# of ICs
2004	79
2003	79
2002	75
2001	90
2000	95
1999	78
1998	80

Interchange Matchbox selections for 2005 / 2006 are coming soon. Yikkies, you are reading that right - 2005 / 2006 approaches and again it is time to think one year in advance. Now is the time that you, as NICs need to start thinking about collecting matching data from your LICs. So, please ask your LICs to ask their local boards what destinations they would like for Interchanges starting in the year 2005. The whole matching procedure is described in the file "Interchange Matchbox Procedures" located on www.cisv.ca/iic. More information will follow in the next IIC Info News.

ADDRESS UPDATES

DENMARK - New NIC
Gerhard Grubb Waaentz
Address: c/o Poul Hansen
Enghavevej 26
7361 Ejstrupholm
Email: ggw@oncable.dk
Mobile 45 26 13 57 21

JORDAN - New NIC
Amal Bilbeisi
Email: amalbelbeisi@hotmail.com

GERMANY - New NIC
Michaela (Micha) Zoettl
Email: interchange@de.cisv.org
Phone: + 49 89 1891 11936

THREE IMPORTANT THINGS TO DO FOR A SUCCESSFUL INTERCHANGE

1. Communicate

2. Communicate

3. Communicate



MINI – CAMPS IN INTERCHANGE

A three-day mini camp is a requirement of the IC Programme. It affords the delegates an opportunity to develop a closer relationship with their partner as well as with other members of the visiting delegation.

The IIC strongly recommends that a co-ordinator be appointed to organize the mini camp. The co-ordinator sets up the logistics of the camp, similar to a Village or Summer Camp. The co-ordinator, the leaders, members of JB and others mutually agree to the content of the mini camp with camp experience. With the help of a mini camp co-ordinator, the leaders can concentrate on emphasizing the educational component of CISV with the delegation and are not bogged down with organizational details.

Mini camps tend to be the highlight of the hosting agenda. Many chapters are exploring innovative extensions to the mini camp experience including:

- expanding one mini camp to 4 days
- in 'long' ICs, the use of 2 mini camps. The first is a short 'get to know you better' camp followed later on in the month with an Educational / Theme orientated camp and
- in 'short' ICs, a *get to know you better* mini camp in one country followed by the Educational Camp in the partner country

A Mini Camp Guideline can be found on www.cisv.ca/iic

CHECK IT OUT

Police Checks for all staff and leaders for International programmes (except where not possible according to national law) is a requirement of CISV, which was confirmed by the Board at AIM03. A new version of the Police Check Procedures dated February 2004 is available on www.cisv.ca/iic or <http://resources.cisv.org>. Please make sure that your LICs are aware of the procedures as they address the following:

1. WHAT IS MEANT BY POLICE CHECK?
2. WHAT IF IT IS NOT POSSIBLE TO DO POLICE CHECKS IN SOME COUNTRIES?
3. WHO NEEDS TO BE POLICE CHECKED?
4. WILL THE APPLICANT AGREE?
5. WILL ANY CRIMINAL RECORD MEAN THAT THE PERSON CANNOT BE SELECTED?
6. CISV FORMS NEEDED TO APPLY TO BE A LEADER
7. WHO DEALS WITH THE APPLICATIONS and WHEN DO WE REQUEST A POLICE CHECK?
8. ONCE A SELECTION IS MADE, WHAT DO WE DO WITH THE INFORMATION WE HAVE RECEIVED?



WHO WILL TAKE HOLD OF IT ?

*Motivational Speech
By*

Doris Allen

Go to www.cisv.ca/iic



The IEC underlines that the purpose of Police Checks is to get as much relevant information as possible to use in the selection process for Staff and Leaders. This is only part of the process though and any check has to be reviewed by the local person responsible for selection. Having a police record, in itself, may not mean that the person cannot take on a leadership role. It will depend on the record. The check is part of the information that has to be assessed. Where it is not legally possible to obtain a police check, IO would ask that the NA provide a statement to explain the situation.

Unique to Interchange is the length of time a participant stays in the home, especially the Family Weekends and / or Family Week. It is therefore important that the LIC review Section 3.2.3(a) in the Risk Management Manual found on www.cisv.ca/iic which address **Providing Adult Supervision**. It would be advisable for the LICs to **advise the parents** of the visiting participant the level of adult supervision that can be expected from their parents or another adult.

Also be reminded that staff / leaders / Junior leaders must all submit a **Staff - Leader Application Form_Version 2004**, have 2 references and be interviewed. References must be checked. Staff-Leader Selection Checklist must also be completed, signed and submitted to the IO, These forms are on <http://resources.cisv.org/forms> web site.

NEW FORMS & GUIDES FROM INTERNATIONAL OFFICE

- **Amended Guides** will be available next week on the <http://resources.cisv.org/guides> web site.
- **A new Form** from IO must be completed either the NIC or LIC. For ICs starting this summer the deadline was March 1 - there are other dates for ICs starting in April and Dec/Jan. The new form is called "**Interchange Date Confirmation Form_March 2004**" and can be obtained from www.cisv.ca/iic
- **A new replacement form** from IO... "**Programme Director's Report Form (2004)**" This form is be filled in and signed by the LIC and sent to IO, within one month after the end of the programme. LICs no longer need to do a separate Risk Management Report as much of the information is covered here or by the Local Chapter Risk Manager.

IN CONCLUSION – EMAIL ETIQUETTE



In conclusion: Over the past few years we have averaged about 80 new Interchanges every year. That translates into a potential of almost 1,500 participants and the involvement of approximately 3,000 parents. Considering the number of IC problems / concerns that the IIC hears about: I would say that you as NICs and LICs are doing a mighty fine job. **Be proud of what you have accomplished.** So obviously you are doing many things right. I would like you to share with the rest of us the things that you do right to make your IC a success - I think we can all learn from each other. When we get enough of these “Best Practises”, we will place them on the web site so that future NICs and LICs will know that the road to a successful Interchange is as easy as.....

Email etiquette: As we all know and maybe have learned the hard way, the road to Internet communication is paved with good intentions. BUT sometimes things get lost in the translation (sounds like a good name for a movie)

We want to communicate your ideas, feelings, and intentions via e-mail. However, once you have hit the “send” button, it is up to the recipient to decipher, translate, judge, and interpret beyond the words how you feel. Your recipient can't hear your tone of voice... can't see your face and ... doesn't have a clue about your body language.

Emoticons are the little symbols you can put into your personal communications to reveal how you are feeling as you write your message. Be creative, but use them sparingly. Some common emoticons are:

- Smile :)
-
- Big grin :D
-
- Wink ;)
-
- Hug {{name here}}
-
- Frown :(
-
- Crying :'(
-
- Angel 0:)
-
- Devil }:>
-
- Tongue out :P
-
- Drooling :P~~
-
- Kisses ***



Just because you have sent an e-mail and are eagerly awaiting a response, the message might not get read for a while as they might be on vacation; having trouble with their computer...or out of the office. Respect the fact that they might have a lot of things on the go-- the dog is barking, the kettle is boiling, the boss is watching. Allow a reasonable time for a response. Sometimes it is very courteous just to reply and say that you have received the email but need time to get the answer.

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Keep in touch
TTFN
Yours in CISV
Heinz Boehnke - IIC Chair

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