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Message from IIC

Dear Friends of Interchange, it's a great pleasure to introduce one more issue of our newsletter. I hope you will find the information in this issue interesting and useful for your work.

We have 11 Interchanges going on during December and January. More than 100 families will be living the wonderful experience of an interchange. All members of IIC wish you good luck in your programs. In case of any questions please contact your respective Regional Contact.

In this issue of the newsletter you'll be able to read interesting articles we thought will be most beneficial for you. Please see the list of articles on the left side of this page.

Happy Holidays to you and your families, from all of us and have great Interchanges in December and January.

Cynthia Cañas Escoto (CRC)

Selection Policy Reminders

This is a reminder to all Interchange and Selection committees that [Home Visits](#) are required for choosing delegates, leaders and junior leaders. Each youth applicant and junior leader for the Interchange program is interviewed, along with the parents and other family members, in the home where the visiting delegate will

be hosted. Two forms are completed during the home visit: [Interchange Home Visit Form](#) and [Interchange Parents Interview Form](#). Adult leaders are interviewed in their homes also, and others who share the home should be present to meet the committee.

Selection of any delegate, leader or junior leader must include a Police Check of any adult living in the home at the time of hosting.

Eileen Weber (USA)

Interchange Workshops at 2009 Regional Training Forums

Interchange Workshops will be provided at two Regional Training Forums next spring, in Germany and Thailand. NICs, LICs, DCs, leaders, parents - any persons interested in Interchange - are invited to participate. For NAs that do not have multiple chapters, it is especially helpful to send your NIC and Leaders to one of our IC Workshops to ensure that proper training has been given to the people in charge of your Interchange(s). Mark the dates on your calendar now and plan to attend or send your volunteers. ReCos will send reminders to NICs and will

We apologise for not mentioning the source of the [Italy-Colombia success story](#) article in the November newsletter.

Many thanks to **Modena's LIC, Mr. Hermod Allertsen**, who gave us the story and made this interchange possible.

inform you when registration is available.

Eileen Weber (USA)

Interchange Guide Update

Coming very soon, early 2009, [the updated Interchange Guide!](#) Efforts were made to make the text clearer and easier to read. Out-of-date terms were replaced with new ones (like “Organizational Development Committee” instead of “International Promotional Committee” or “PDPEF,” which replaces several forms). Here are some highlights of changes that have been approved by the IIC (International Interchange Committee) to make our program even better:

A table of forms was added, followed by an explanation of the forms.

Two kinds of Home Visits are described more clearly: Selection Home Visits and Hosting Home Visits. Both are required for Interchange.

When Junior Leaders are required due to delegation size of 11 or 12 delegates, their expenses should be covered the same as for Adult Leaders. Expenses for Junior Leaders who are optional (for delegations of 6-10) will be handled according to local policy.

In cases where Junior Leaders are optional, the two partner chapters

should agree that both chapters use a Junior Leader, or neither will; it is not recommended for only one of the chapters to use an optional Junior Leader.

The concept of reciprocal hospitality was made clearer for families, Leaders and Junior Leaders. Host families, host Leaders and host Junior Leaders will pay expenses for their visiting partners as if the visiting delegate is a family member (e.g. transportation, sightseeing, trips and meals that are not part of the group’s hosting calendar). Personal expenses are paid by the visiting delegate/leader/junior leader, and host families cover the expenses of group activities for all delegates, leaders and junior leaders.

Mini-camp has been clarified: it may be up to 3 days long and may include overnights. You’ll notice in the sample calendar for a two week phase that the mini-camp is only 2 days, in order to have the proper balance between group and family time.

Lines of communication are described more specifically, in an effort to improve the problem solving processes that are always a part of CISV programs.

A chapter on Risk Management was added, and two more chapters are

Europe Central:

Hamburg, Germany

April 29th – May 3rd, 2009

Asia Pacific:

City- TBA, Thailand

April 4th – 9th, 2009

Our Interchange friend at IO

Forms and inquiries about the Open List or Re-matches should be addressed to Jay Warriner:

jay.warriner@cisv.org

under development (Training and Education/ Evaluation). The two new chapters will be finished later in 2009.

The new-and-improved Interchange Guide will be posted on the Interchange web site, and your friendly ReCo will inform you when it's ready for use.

Eileen Weber (USA)



Vkie Breedlove is assisted by Eileen Weber in updating the Interchange Guide

Risk Management in the IC Program

During AIM 2008 Vickie Breedlove and I presented four main points of risk management awareness in Interchanges.

Families share the supervision of the guest delegates with the leaders. Careful selection of families and parent training are important factors to reduce risk on this topic. Selection must include Parent Interviews, Home

Visits, and exchange of information regarding the roles and responsibilities of the family.

Training on all levels and careful selection is CISV's main risk mitigation. Late selection should always be handled with care. Risk management by an experienced LIC/NIC is essential for the process. Therefore the handover to a new LIC/NIC must also be handled carefully, and new people in those positions should participate in a regional IC workshop if proper training is not available in their chapters or NAs.

Partners can have issues, such as uncontrolled behaviour or homesickness. Leaders always need to look at the parents' involvement in those situations. We often discover that parents don't trust CISV's leaders and therefore hide information or control from the distance. We need to win parents' confidence during preparation to overcome this. Parents should be reminded to fully disclose information about their children on health and legal forms, Interchange Information form, and in talks with the LIC and leader. Parents also need to be educated to trust leaders to manage homesickness at the local level, rather than trying to control it from far away. Regular

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delegation meetings during the programme will give leaders better opportunities to problem solve and work on issues that arise between partners.

Hosting, since it happens in public places, leads to further occurrences of risk. Again, good training of leaders and the experience of LICs who know about assessing risk in hosting programs are the solutions we offer. Participants must be given instructions about transportation systems, what to do in case of emergency, and how to behave appropriately with respect to their hosts' culture. Families must supervise and advise participants about where to go and where not to go, and delegates should be able to contact their leaders at all times.

In conclusion, good training and careful selection of leaders, delegates and families are powerful tools of risk management.

Frank Steffen, GER

PDPEF Forms a very important part of your interchange

The information in these forms is vital for our interchange program and for IO. PDPEF forms will not only give IIC feedback on how to improve the Interchange Program, it also allows IO

to do the correct billing to your chapter/NA.

For all December/January interchanges (Australia, Brazil, Colombia, France, Indonesia, Peru and the USA) please remember to complete and send the PDPEF forms and Address lists to IO; within 2 weeks of the end of a short program or 2 weeks after the hosting phase of a long program.

The following matches are more than 4 months past due with pending PDPEF forms. These NAs must send their pending forms as soon as possible to the IO to jay.warriner@cisv.org

Sweden (Matches: I-016, I-021, I-029, I-032, I-046, I-075, I-106, I-107, I-053) Austria (Matches: I-029, I-049)

Denmark (Matches: I-017, I-044)

Norway (Matches: I-058, I-062, I-119)

Poland (Match: I-118) ISL (Match: I-111)

If you sent your form after December 12, thank you! The IIC ReCos are available to help all NICs and LICs to complete these form, contact us anytime.

Other Pending forms

Some NAs are still missing to send their Address lists and their (IMCF) Interchange Matchbox Confirmation

ReCo Assignments for 2009

Americas-Eileen

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iic.reco.ap@cisv.org

CentralEurope-Christine

iic.reco.ce@cisv.org

NorthEurope-Sara

iic.reco.ne@cisv.org

SouthEurope/Middle

East/Africa-Ayat

iic.reco.semeaf@cisv.org

Form. We encourage you to send it ASAP.

The Address List is due for the following Interchanges:

I-002 SWE, I-007 COL, I-013 SWE, I-016 SWE, I-017 DEN, I-021 ITA/SWE, I-030 ITA, I-032 SWE, I-043 NOR, I-044 DEN, I-047 SWE, I-049 AUT, I-053 SWE, I-055 FIN, I-056 ITA, I-057 SWE, I-058 NOR, I-062 ITA/NOR, I-077 INA, I-080 ITA, I-089 NOR, I-094 NOR, I-095 ESP/ITA, I-096 ITA, I-105 SWE, I-106 SWE/EGY, I-107 SWE, I-111 ISL, I-112 ESP, I-113 ITA/PER, I-119 NOR.

The Interchange Matchbox Confirmation Form (IMCF) is due since 31 October:

BUL, CHN, DEN, ECU, GRE, IND, NOR, POL and THA

Cynthia Cañas Escoto (CRC)

Interchange Tasks for December and January

For NAs or chapters that are hosting in December/January:

Check health and legal forms for all incoming delegates, including leaders and junior leaders. Inform IO immediately if anyone doesn't have proper forms or insurance.

PDPEF will be due 2 weeks after host phase. Please review it now and start

to fill in some that can be done early.

Hosting Home Visits are required. Adult leaders from both countries visit each delegate's home in the first week of the host phase.

For 2009 Interchange matches:

The Final Agreement between chapters is due at IO by **January 15**. Please make sure all the terms are in total agreement for both sides of the IFIA (Interchange Friendly Intent / Agreement Between Chapters Form). Both LICs (or NICs or DCs) fill in the Final Agreement part at the bottom of the back page to indicate they agree with everything on the form, then send it to Jay: jay.warriner@cisv.org.

Selection Home Visits should be underway, keeping in mind the cancellation deadline (without penalty) of **February 28**.

Communicate often with your partner to ensure evenly balanced delegations.

Eileen Weber (USA)

Interchange Success Story: Perú-Italy 2008

The Meeting of Two Old Great Empires: The Inkas and The Romans

Our interchange was with teenagers who were 15 years old (6+6). We just had the first phase that took place in Ferrara (July 2008). Ferrara is a beautiful and quiet town in Italy with the warmest people I ever have seen.

The theme of our interchange is related with history. So it was really interesting to share our different cultures, represent our histories between us and to contrast them.

Moreover, we made good friends that we are really looking for during the second phase that will be in December. We are preparing everything with great enthusiasm because we will share important holidays such as Christmas and New Year's Eve together.

It is an experience I will never forget and will treasure for the rest of my life.

Gabriela Rodríguez (PER)



Delegates from Lima, Perú and Ferrara, Italy pose on "Il Ponte Vecchio" (The Old Bridge) in Florence