



## COMUNITAT ELS AVETS

**FADEAM** - Fundació d'Atenció als Discapacitats Els Avets de Moià  
Utilitat Pública - Núm. Reg. Fundacions 2796 - CIF G66088006

### INFO SHEET for a Long Term Volunteering during in ELS AVETS COMMUNITY, Moià – Spain

FADEAM- Els Avets de Moià Foundation is a non-profit organization whose main mission is the attention and care of adult persons with intellectual disabilities. It is partially financed by the government of Catalonia. The attention is based on the relationship established with persons with disabilities to achieve an inclusive and home-like dimension. Our goal is to offer adult persons with intellectual disabilities a place to live and develop all their skills and autonomy and support them in their participation and inclusion into society. The organization is part of the International Federation of L'Arche Communities ([www.larche.org](http://www.larche.org)) for people with intellectual disability; we are 150 communities around the world.

The aim is to establish mutual relationships, where inclusion, participation and responsibility are goals for people with disabilities both in the organization and in society. Therefore, inclusion in society is essential to be open to the world that surrounds us and be part of the life of our village.

#### Els Avets Community general aims

- Offer personal attention based on a family lifestyle by living in small homes to promote close and warm relationships in a friendly and safe environment.
- Promote and value the rights of people with disabilities: right to work, to a home, to education, to a life rich in relations within a family, community and society and many others...
- Encourage the development of personal skills and links with the local community.
- Ensure that persons with intellectual disabilities are recognised, respected and accepted through trusty and warm relationships.
- Promote equal opportunities relating work, inclusion and social participation.
- Promote reliable relations among the persons attended, their assistants and the volunteers, both at home and at the workshop.
- Promote international volunteering, in order to promote solidarity, tolerance, respect to any kind of differences and trusty human relations.
- Promote training and professional retraining for all our staff in order to improve the quality of the services to ensure the best attention to the core members.

COMUNITAT ELS AVETS - Moià





## COMUNITAT ELS AVETS

**FADEAM** - Fundació d'Atenció als Discapacitats Els Avets de Moià  
Utilitat Pública - Núm. Reg. Fundacions 2796 - CIF G66088006

### Regular activities

---

In our Community, we offer residential services and occupational therapy.

#### Residential Homes

This is a hosting service for adults with intellectual disabilities, in small homes in a familiar environment, giving value to daily life, sharing house duties, feasts and celebrations. The homes are a place where to live, growing and sharing.

At present, we have two homes in town, Els Avets, with 9 users, and L'Olivera, with 8 users.

#### General aims:

- Create a positive environment for core members to feel at home and feel the community dimension together with their peers.
- Organize housing according to a model of coexistence and participation taking into account the possibilities of each user and thus enhance their relationship and skills: work as a team, learn to share, participate in a variety of activities.
- Help core members on their personal growth through dialogue, respect, tenderness and reflection.

COMUNITAT ELS AVETS - Moià



- Promote the personal autonomy of core members according to their skills or needs, especially in matters of personal hygiene, care of their belongings, daily activities as house-keeping....

- Ensure the integration of users in society, participate in the activities of the town, shopping for the home, building a network of friends in the territory.

- Maintain relationships with

their relatives to keep family ties; Look for a healthy and positive relationship for each person.

- Offer to core members the possibility of developing their spiritual life by participating in different celebrations and religious activities.

#### Occupational Centre (Workshop)

It is a therapeutic occupational service. We develop activities to offer a comprehensive service to core members in order to enable their integration and inclusion in pre-laboral, social and personal areas.



## COMUNITAT ELS AVETS

**FADEAM** - Fundació d'Atenció als Discapacitats Els Avets de Moià  
Utilitat Pública - Núm. Reg. Fundacions 2796 - CIF G66088006

Currently 22 persons with intellectual disabilities are attending the Centre; 17 live in our homes and 5 live in the same town or region with their relatives..

### General aims:

- Offer daily support to people with intellectual disabilities in order to achieve inclusion
- Maintain the ties working environment
- Maintain and establish personal autonomy skills
- Improve social autonomy skills and develop socially valued roles
- Promote warm and human relationships and improve communication skills of users
- Acquire and/or maintain pre-working habits
- Acquire, maintain and/or improve handcraft skills

Both homes and the workshop are in the centre of the village, helping to inclusion and autonomy of the handicapped persons.



Visit our blog for news about our  
Community:

<http://comunitatelsavets.blogspot.com.e>





## COMUNITAT ELS AVETS

**FADEAM** - Fundació d'Atenció als Discapacitats Els Avets de Moià  
Utilitat Pública - Núm. Reg. Fundacions 2796 - CIF G66088006

### Regional community

Moianès Region is located in central Catalonia, about 50 km North of Barcelona. It has a rich historic, natural and cultural heritage. Numerous archaeological rests which prove human activity for thousands of years, caves with Palaeolithic and Neolithic rests, dolmens, castles, Romanic chapels, pre-industrial architecture remains (water mills, ice wells, lime ovens,...) prove its solid past. The population of Moià, the capital of this Region, is around 6000 inhabitants. Main economic activities: commerce, tourism and industry. Part of the population bases its economy in agriculture and stock breeding. In Moianés there are 150 associations, so the social participation is very active. We share services with different local organisations to improve the integration and the stay of volunteers and promote networking. Moià is a dynamic town with old traditional dances, traditional feasts: "Sant Antoni", Carnival, winter and summer Great Feasts, "Gegants", "Bastoners", "Colla de Grallers", La Cabra d'Or.

There is public transport to Barcelona and other cities around (Manresa – Vic) by bus.





## COMUNITAT ELS AVETS

**FADEAM** - Fundació d'Atenció als Discapacitats Els Avets de Moià  
Utilitat Pública - Núm. Reg. Fundacions 2796 - CIF G66088006

### ACTIVITIES OF LONG-TERM VOLUNTEERS

---

#### Introduction

Our Communities around the world only started thanks to the voluntary service. People who have intellectual disabilities need support in their everyday lives. In L'Arche, persons who choose to share their life, 'assist' them in a wide variety of tasks: cooking, housekeeping, medical or personal care and hygiene, gardening, social events....

We have a wide team of professionals to aid the persons with especial needs and also volunteers. Volunteering is a very important part of our project; people with disabilities do not feel recognised and valued. The daily life and living together promote the growth of strong bonds which are an emotional support for the core members. The cultural exchange and "virtual traveling around the world" is also a benefit offered by the volunteers; the effort of the people with disabilities to teach our culture to the volunteers (food, feasts, football teams, language, daily life, ...) is also important. This exchange is always very rich in new, lovely, happy, fun and interesting experiences.

**We have a team of 7 long-stay volunteers almost regularly.**

#### Experience for the volunteer

The volunteer has a great chance of having new experiences:

**Cultural:** new country with different landscape, climate, feast, traditions, food, daily life, language,... Catalonia offers a rich and interesting culture, where people are wishing to establish stronger bonds with Europe and the rest of the world.

**Educational:** the volunteer, as part of the educational team, receives permanent training directly from the responsible persons and through the meetings with a psychologist. The volunteer has a unique chance of non-formal intercultural education which will boost social integration and active participation and will improve employment opportunities and vocations and gives the chance to increase solidarity with other people.

**Personal:** the volunteer will discover the people with intellectual disabilities through sharing life with them. These persons have the great ability of making us discover who we are, let us know our limits,... then, coexistence is becoming a school of life.

#### Language learning

In our area with speak Spanish and Catalan. Frequency of lessons will depend on level and needs of each volunteer. Usually 1,5h/week

#### Training and support:

- The mentor will support the volunteer and will follow up the progress of the volunteer in the organization. He/she will be listened, supported, guided and helped with any matter needed. Meetings will be as often as needed, usually every 15 days. At the beginning, the mentoring is done daily and is focused in giving information to facilitate a good integration. The volunteers receive special help to integrate in the local community.





## COMUNITAT ELS AVETS

**FADEAM** - Fundació d'Atenció als Discapacitats Els Avets de Moià  
Utilitat Pública - Núm. Reg. Fundacions 2796 - CIF G66088006

- Regular meetings with other groups of volunteers in order to share co-existence experiences.



- The volunteers in our organization are part of the educational team. They receive continuous training and participate in all team and coordination meetings, debates, etc.

- The volunteer will get support from the psychologist of the centre, but also from the educators' team.

Our organization has a **special training program for volunteers**, as

part of the Volunteers Project. This training will be offered during the first 2 months of their stay:

- Hygiene and precautions against contagion
- Reducing overexertion, postural hygiene norms.
- First aid
- Containment-interventions in case of crisis
- Cooking: Food handling. preparation and hygiene
- Balanced diets
- Guidelines on care of handicapped persons: occupational therapy, daily life activities.
- Etc.

Please see annex 1 for more detail.

### Free days and vacations

Every week the volunteer will get two free days.

Besides these 2 weekly free days, every month the volunteer can take a plus of two more free days. These may compact all together for a longer vacation.

### Lodging:

The volunteer will lodge in the same house as disabled people. This means that he/she will get a single bedroom (it may happen that we ask the volunteer to share the room for special times; but it is quite rare) and a key of the house so he/she can enter or leave the house at every moment. Because there is no enough room in the houses, we have two old apartments where to lodge some for volunteers.



## **GENERAL ROLE OF ANY PERSON ACCOMPANYING PEOPLE WITH DISABILITIES IN OUR HOME-RESIDENCES**

---

### **1. Attention to the persons (as support to educators and professionals):**

- Support to professional staff in charge of accompanying users in their daily activities (personal hygiene, services, activities,...) and in special moments (happy moments, deceases, losses and mourning times, illnesses,...)

- Support the monitoring of the PIR (individual programme) of each person in the different areas:

personal hygiene, food habits, health, social life and relations,... through observation and listening to each person. The volunteer will be invited to make proposals to update and improve the PIRs.

- Knowledge of the general project of the home and its application to daily life.

- Collaborate with the professional team with the pedagogical methods for each person (stated in the meeting with the psychologist)



### **2. Home dynamics (as support to professional team):**

- Helping with the quality of the co-existence and relations in the home: entertaining, stimulation, acceptance of differences, conflict solving, and dialogue.

- Participate actively in the weekly coordination home meeting, sharing and enabling communication and participation

- Collaborate in planning activities in and outside the home

- Promote feast and celebration periods: birthdays, folk feasts,...

- Collaborate with the organisation of the home so that everybody feels good. For ex. promoting alternatives for elders who cannot follow general activities.

### **3. Team work (as support to professional team):**

- Participate with all the home team (assistants, responsible, educators)

- Participate actively in all meetings proposed (home, with psychologist...)

- Provide ideas, accept limits, ask for help, give support, use complementary skills,...

- Collaborate in welcoming new team members and try to accept changes needed for it (tasks distribution,...)

### **4. Material matters (as support to professional team):**

- Within the global educational project of the centre, collaborate with the care of the house, equipment, garden,...

- Take care of the economy of the house, helping buying the needed things according to the budget.

- Collaborate in cooking according to the security and hygiene rules and following individual diets when needed.



## COMUNITAT ELS AVETS

**FADEAM** - Fundació d'Atenció als Discapacitats Els Avets de Moià

Utilitat Pública - Núm. Reg. Fundacions 2796 - CIF G66088006

- Take care of the vehicles with an adequate driving and helping with the regular cleaning. These activities are not just a routine; this is a comprehensive daily life project where all activities are related to a relational and integral model of life.

### 5. Community matters (as support to professional team):

- Collaborate in maintaining an attitude of respect and openness to know the characteristics of L'Arche communities
- Participate in community activities such as feasts, fairs, celebrations, community meetings,...

Any contribution of volunteers is welcomed and considered.

Timetable and activities schedules may be changed when needed by the organization, the volunteer or for a better adaptation to his/her profile.

### VOLUNTEERS PROFILE

- Willing to know persons with intellectual disabilities
- Willing to have a co-existence experience and community life
- Motivation to carry out a voluntary task, collaborating and giving as much as possible.
- Flexibility to adapt and work within a team.
- Open minded to be helpful when needed
- Positive and respectful attitude
- Willing to get involved in the organisation and its project
- Responsible attitude
- Basic good knowledge of Spanish language and interested in learning Catalan (the language spoken in our area, together with Spanish). Knowing the basics of the language helps to communicate with people with disabilities and facilitates the integration of the volunteer.
- Preferably have a driving license and driving experience

### BASIC CONDITIONS OFFERED TO LONG TERM VOLUNTEERS

- Accommodation -usually in a single room, either in one of the homes or in the apartment of volunteers, subject to availability- and meals.
- Basic Accidents and Liability Insurance. But not Health Insurance (you can ask in your country for the European Health Insurance Card, usually it is free).
- Weekly Spanish lessons.
- Catalan lessons once a week (if desired)
- Non-formal training program about intellectual disabilities, first aid, house holding, ...
- Monthly allowance: 150€ (as pocket money)
- An average dedication of 30 to 35h /week, based on a weekly schedule. Although the presence of volunteers are always welcome.
- 2 free days per week
- 2 days of vacation per month (these days can be compacted to get a longer vacations period).
- Continuous mentoring and support since arrival and throughout all the stay.
- Final certification about the work done and competences acquired.





ANNEX

**LONG TERM VOLUNTEERS Non formal TRAINING PLAN**  
**-Taking care of intellectual disabled persons-**

Subject	Contents and duration
<b><i>Prevention of risks arising from direct care</i></b>	<ul style="list-style-type: none"> <li>• hygiene and prevention of infections (1 h)</li> <li>• Reduction of over-exertion (2h)</li> <li>• First aid (4 h)</li> </ul>
<b><i>Containment, immobilizations</i></b>	<ul style="list-style-type: none"> <li>• Contention-intervention in case of violent crisis (1 h)</li> </ul>
<b><i>Nutrition</i></b>	<ul style="list-style-type: none"> <li>• Food preparation and basic cooking.</li> <li>• Balanced menu</li> <li>• Food handling (hygiene)</li> </ul> (1.5 h theory and 2 h practice)
<b><i>Home</i></b>	<ul style="list-style-type: none"> <li>• Home model – Educator functions – House Leader functions</li> <li>• Cleaning and housekeeping</li> <li>• Specificities of home care</li> <li>• Guidelines for intellectually handicapped person's daily life activities support</li> <li>• Protocols</li> <li>• Shopping and others</li> </ul> (2 h)
<b><i>Occupational Therapy Service</i></b>	<ul style="list-style-type: none"> <li>▪ STO Program – Educator functions – Workshop Leader functions</li> <li>▪ Organization and objectives of the activities at the Workshop.</li> <li>▪ Specificities of OTS towards the handicapped persons.</li> <li>▪ Action Protocols</li> <li>▪ Others</li> </ul> (2 h)
<b><i>Model of care to persons with support need</i></b>	<ul style="list-style-type: none"> <li>• Intellectual disability, mental disorder. Behavioural disorders.</li> <li>• Relationship in community daily life.</li> <li>• Individual Programs</li> <li>• PCP (Person Centred Planning)</li> <li>• Social integration and Participation. Self-determination.</li> <li>• Roles valued socially</li> </ul> (Continuous training, every two weeks)
<b><i>Role of Long Term Volunteers</i></b>	<ul style="list-style-type: none"> <li>• Living together in the Community</li> <li>• Relation Frame</li> <li>• Sharing experiences. Living with the differences. Adding capabilities.</li> </ul> (continuous tutorial and monitoring)
<b><i>L'Arche Communities, Jean Vanier, Identity and Mission, where we are going to?</i></b>	<ul style="list-style-type: none"> <li>▪ History</li> <li>▪ Model of care in L'Arche Communities around the world and in the Community Els Avets.</li> </ul> (1 h)
<b><i>Organizational frame and management of the entity</i></b>	(1 h)



## COMUNITAT ELS AVETS

**FADEAM** - Fundació d'Atenció als Discapacitats Els Avets de Moià

Utilitat Pública - Núm. Reg. Fundacions 2796 - CIF G66088006

<b>Self-growth</b>	continuous tutorial and monitoring
<b>Languages</b>	Spanish (1,5 h/week) Catalan (classes in external service) if desired

In addition, volunteers hold initial meetings with Management, Heads of Services, and Psychologist to obtain both global and specific information of each area. The LTV attends, along with the whole team of professionals of the different services, weekly coordination meetings and the follow up meetings of Individual Program for each disabled person.