



# VOLUNTEERING

## WORK PROFILE AUSTRIA

### 1. Volunteering work placement in Austria

Due to the historically strict foreign laws in what has to do with human mobility, Austria has been limited to host volunteers. For example, for many years Austria was only able to host exchange school students under 18 years old who went to school and lived in host families.

Thanks to the advocacy work of many staff members and returnees from [Grenzenlos](#), the Austrian government temporarily issued a volunteer visa. This type of visa is unfortunately not a possibility anymore. We have had many potential volunteers (especially from Africa) which unfortunately were denied a visa.

The last conservative right-wing governments have further put obstacles to allow non-European volunteers to come to Austria. This is among the reasons why ICYE Austria – Grenzenlos decided to put a hold on the ICYE Program in 2023 to focus on advocating for the possibility for non-European volunteers to come to the country.

Currently, Austria is only able to host volunteers who hold a European passport.

### 2. What are example projects?

If you would like to come to Austria to do voluntary work, you will be most likely allocated in a “children’s project” (Kindergruppe) or a school project.

The projects you find below are the so-called example projects. They illustrate the focus and daily activities expected from the volunteers. This means that you could get assigned to a similar project and not necessarily those which are described below.

Please have a look at the project examples and choose the one that interests you the most (please fill in the “project preference list” at the end of this document). We will try to find a placement for you in that project or in a SIMILAR PROJECT.

### 3. Location of the projects

Most of our projects are in small cities or suburban towns, usually in Lower Austria and the surroundings of Vienna. It is very important for you to understand you might not be



allocated in a big city BUT in a small town or even in very little RURAL AREA. Most of the projects we offer are close to bigger towns or cities which you can easily reach by train. If you are used to having noise and people around, consider that, by living a small-town, you can also have a one-of-a-kind experience.

## 4. Accommodation

As mentioned in the Austria National Profile, host projects are usually the ones that provide the accommodation for the volunteers. You are required to adapt to live in a variety of accommodation including a host family, accommodation within the project infrastructure, an accommodation close to the project, or an independent accommodation.

## 5. Your volunteering work

Volunteering is a great opportunity to expand your willingness to learn new things and the confidence to ask questions as required for you to understand what you are required to do. Most of the projects will expect you to be open-minded, motivated and interested in the work they provide.

Openness, creativity and self-initiative are attitudes that will guarantee a rich learning experience for you during your volunteer period. We recommend you to use your volunteering time to put them into practice. This can benefit both you and the project! You do not need to limit yourself to follow a given set of tasks within a schedule. You can ask questions, you can propose new activities, you can expand the possibilities that were initially thought of your volunteering work together with your contact person at the project.

It is also **IMPORTANT** to note that not every day will be “full of new experiences” and not every task will be as exciting as the last. **ROUTINARY WORK** like helping cleaning, preparing food for the children, and helping with the organization of events, are also usual and extremely important tasks, which will provide you with skills while at the same time helping the project to run smoothly.

You will be from time to time or on a regular basis in charge of carrying on this kind of tasks so please be prepared to proactively engage in this type of work. If you have never cooked or even grabbed a mop before, it's time for you to start practicing!

## 6. Example projects

In this section you will find examples of projects in which you could be assigned to (or similar projects to these). Remember to select one that catches your attention and fill in the form at the end of this document.



<b>NAME OF THE PROJECT</b>	<b>MONTESSORI KINDERGRUPPE MÄRCHENMOND</b>
<b>LOCATION OF THE PROJECT</b>	Vienna. Of the country's nine states, Vienna is the smallest in area but the largest in population, with about 2 million residents.
<b>THEME OR TYPE OF PROJECT</b>	Education/Children
<b>AIMS OF THE PROJECT</b>	<p>We are a private Montessori Children's Group with an integrated forest educational theory; in the group, there are about 15 children, between the ages of 18 months and 6 years, 2 Montessori pedagogues and a dog. Our goal is to raise the children entrusted to us in a family-like, loving atmosphere and to support them.</p> <p>We base our education on the teachings of Maria Montessori; Maria was born in Italy in 1870. She was a great philosopher, scientist, pediatrician, and a reforming pedagogue. Maria developed the theory that children have a natural desire to learn. Based on this, she made the principle of her teachings to be "Help me to do it myself". Many Montessori institutions are internationally led.</p> <p>We implement a forest educational theory – we spend one day a week in the forest with the children. There, they get to know the animals, trees, and plants. They build structures for the animals and explore nature.</p>



<p><b>EXAMPLE OF PROJECT'S ACTIVITIES</b></p>	<p>7:30 a.m. – Children arrive. Some kids will choose Montessori materials to work with; others help with preparing breakfast or pick up a book.            9 a.m. – All of the children have arrived. We eat breakfast together.            9:30 a.m. – Morning circle– we greet each other, talk about the day ahead, sing songs and play games.            10 a.m. – We go to the park or continue working on projects.            11 a.m. – Cooking and quiet exercises.            11:30 a.m. – We have lunch, the little ones are swaddled and put to bed, then we clean up.            1 p.m. – The older children work with materials for language development and mathematics.            2:30 p.m. – The little ones wake up. We eat snacks.            3 p.m. – We're at the park or the children play freely.</p>
<p><b>VOLUNTEER'S REQUIREMENTS</b></p>	<p>We are looking for Spanish native speakers. Volunteers should be motivated, creative, enjoy working with small children, being friendly with the kids, the animals and the environment, punctual, reliable and interested in arts and music.            The main task is to support the pedagogues, work with the children, help with cleaning, cooking and give support during trips.</p>
<p><b>NUMBER OF ICYE VOLUNTEERS TO BE HOSTED IN PROJECT</b></p>	<p>1</p>
<p><b>HOST SITUATION</b></p>	<p>Volunteer will have their own room at the host family home. There will be 2 friendly dogs. We'd appreciate it if the intern would be willing to assist with household chores. The accommodation is near The Imperial Castle of Schönbrunn, The Zoo Vienna, a variety of parks and museums.</p>





<p><b>NAME OF THE PROJECT</b> <b>LOCATION</b></p>	<p><b>ST. MARTIN HOME FOR THE DISABLED</b></p> <p>Klosterneuburg is a small town near Vienna. Within 30 minutes, the city center of Vienna is reachable by public transportation. Klosterneuburg is an old town with an impressive monastery, beautifully located by the Danube River. It offers a nice community living to its inhabitants and is surrounded by the Vienna Woods (Wienerwald), which offer great opportunities for hiking, walking, and other outdoor activities. On the other hand, Vienna's city life is near as well, and offers a broad spectrum of cultural activities and a lively nightlife.</p>
<p><b>THEME OR TYPE OF PROJECT</b> <b>AIMS OF THE PROJECT</b></p>	<p>Disabled people</p> <p>The organization provides care and assistance to 25 adults with multiple disabilities.</p> <p>More info here: <a href="https://www.tagesstaette.st-martin.or.at/">https://www.tagesstaette.st-martin.or.at/</a></p>
<p><b>PROJECT'S ACTIVITIES</b></p>	<p>St. Martin has two living groups/communities and several practice rooms, where the clients work during the day. They offer the clients housing, (re)integration in the surrounding society, leisure time activities and a workplace through training in our workshops.</p>
<p><b>VOLUNTEER'S REQUIREMENTS/SKILLS</b></p>	<p>There are no special requirements. A volunteer/intern should be in general interested and enjoy working with disabled people of different ages. Responsibilities and reliability are also important when working the clients from St. Martin. No previous working skills or experience is required.</p>



<b>VOLUNTEER'S TASKS</b>	<p>The volunteer will support the staff and the clients with the daily program. He/she will help them when they take meals, to dress themselves, accompany them to work (two streets away from the residential home), going for a walk, playing games, taking trips, doing some gardening, practicing sports, going shopping.</p> <p>The volunteer will participate in the regular team meetings as well. He or she should work for about 30–35 hours per week and is entitled to two days of holiday every month.</p>
<b>NUMBER OF ICYE VOLUNTEERS TO BE HOSTED IN PROJECT</b>	2 volunteers (each 6 months)
<b>HOST SITUATION</b>	<p>The volunteer will live on the project. It is important to know however, that the rooms are non-smoking rooms (because of the fire alarm in our house) and that it is necessary that guests are registered with the project leader.</p> <p>All meals are provided at the project, together with the clients and the staff. Special food arrangements (vegetarian, etc) are possible as well. etc.) are possible as well.</p>



<b>NAME OF THE PROJECT</b>	<b>WALDKINDERGRUPPE WALDFEXXX KREMS-EGELSEE</b>
<b>LOCATION OF THE PROJECT</b>	<p>Egelsee is part of the city of Krems an der Donau. Krems is the prettiest of the larger towns on the Danube and marks the beginning of the Wachau, which was inscribed in the UNESCO List of World Heritage sites in 2000, in recognition of its architectural and agricultural history. It has a small university, some good places to eat and drink and an attractive pedestrian area in the historical centre of the city. Krems rests on the northern bank of the Danube, surrounded by terraced vineyards, being <u>centre of the wine trade for most of its history.</u></p>
<b>THEME OR TYPE OF PROJECT</b>	<p>Education/Children</p>
<b>AIMS OF THE PROJECT</b>	<p>Waldfexxx is a private organized childcare institution and offers a special form of kindergarten in a wooden area near Krems/Donau/Lower Austria. Children are exclusively in open nature, no matter what the weather is like. There is a tipi situated in the center of the area that serves as premises of the “kindergarten”. We were the first in Lower Austria to find such a special institution. The focus lies on fulfilling the individual and personal plan of inner development of the child based on self-determined and active learning processes.</p> <p>Free play is an important part of everyday life in Waldfexxx as playing is important for the child’s development. Children learn the social rules of living together, gain knowledge by experience and thus become smarter with each playing sequence. Playing provides the ideal background for the child to develop its personality and its abilities. Playing is important for wellbeing and psychological balance as it enables children to repeat what they have already learned and thus can add to the depth of their experiences.</p> <p>Another focus in the Waldfexxx kindergarten lies on motion. Motion is the starting point of any further <u>learning experience. As the children choose their</u></p>



	<p>personal form of motion the learning experience takes place almost “on the side”.</p> <p>As nature changes constantly, the area in which we stay on a daily basis remains the same. This ensures the feeling of safety that the children need in order to follow their needs and learning processes. In addition, the children can perceive and experience the changes nature is going through in the course of the year, and these processes of living and dying form part of their inner experience as a matter of course. The child perceives itself as part of a bigger entity.</p>
<p><b>PROJECT’S ACTIVITIES</b></p>	<p>The children are aged between 3 and 7 years and a pedagogical team of three people is there to accompany them throughout the mornings. It is important to us that there is at least one male team member. About 39 kids take part in the program. Opening hours are 8:30 am – 12:30 pm. There is additional team time for the staff members of about 2 hours in the afternoons once a week.</p> <p>It is our goal to support the children in their activities and it is the role of the adults – according to Maria Montessori – to help the children to do things themselves. This would also be the main task of the volunteer. It is essential for the volunteer to be ready to spend his/her time in nature every day no matter what the weather is like, as well as a special interest in the surrounding nature as well as the nature of the individual development plan of children.</p> <p>Photos of our activities:  <a href="http://www.firecat.at/waldfexxx/index.php?menu=2&amp;beitrag=&amp;eid=134&amp;sprache=0">http://www.firecat.at/waldfexxx/index.php?menu=2&amp;beitrag=&amp;eid=134&amp;sprache=0</a></p>
<p><b>VOLUNTEER’S REQUIREMENTS</b></p>	<p>We would like to host Spanish native speakers. The volunteer should be motivated to work with children, be able to work independently, like to be in nature in all kinds of weather and to bring Enthusiasm and motivation to the project.</p> <p>Creativity, being spontaneous, or having a musical sense is more than welcome. As we run the school and the kindergarten environmentally friendly you <u>should be open or have an ecological attitude.</u></p>
<p><b>NUMBER OF ICYE VOLUNTEERS TO BE HOSTED IN PROJECT</b></p>	<p>1</p>
<p><b>HOST SITUATION</b></p>	<p>Host Family (<b>May also be in a Rural Area</b>)</p>



<b>NAME OF THE PROJECT</b>	<b>KINDERGRUPPE GOLDKRÜMEL</b>
<b>LOCATION OF THE PROJECT</b>	The children's group operates in a space of 100 m <sup>2</sup> . It is divided into two main rooms, one kitchen, sanitary facilities and one cloakroom.
<b>THEME OR TYPE OF PROJECT</b>	Working in a children's group
<b>AIMS OF THE PROJECT</b>	Intercultural collaboration with children Getting to know the work processes involved in a children's group
<b>PROJECT'S ACTIVITIES</b>	<ul style="list-style-type: none"> <li>• Involved in daily life of organization (children's group is open from 7:30 a.m. to 4:00 p.m.)</li> <li>• Supporting the pedagogical team in daily business</li> <li>• Supporting the children in their playtime or different individual projects</li> </ul> Supporting meal preparations, tidying up, participating in team meetings
<b>VOLUNTEER'S REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• Capacity for teamwork</li> <li>• Motivation</li> <li>• Initiative-driven</li> <li>• Reflectiveness</li> </ul>
<b>NUMBER OF ICYE VOLUNTEERS TO BE HOSTED IN PROJECT</b>	Openness towards children 1
<b>HOST SITUATION</b>	Host Family



<b>NAME OF THE PROJECT</b>	<b>GALEMO MONTESSORI SCHOOL</b>
<b>LOCATION OF THE PROJECT</b>	<p>“Galemo school” is situated very close to the station of Weidling in Klosterneuburg so that it is easy to reach by public transport and has a good linking from and to the center of Vienna. Klosterneuburg is a small town near Vienna. Within 30 minutes, the city center of Vienna is reachable by public transportation. Klosterneuburg is an old town with an impressive monastery, beautifully located at the Danube river. It offers a nice community living to its inhabitants and is surrounded by the Vienna Woods (Wienerwald), which offer great opportunities for hiking, walking and other outdoor activities. On the other hand, Vienna’s city life is near as well, and offers a broad spectrum of cultural activities and a lively nightlife.</p>
<b>THEME OR TYPE OF PROJECT</b>	Education/Children from 6 to 15 y/o
<b>AIMS OF THE PROJECT</b>	<p>Our goal is to accompany kids on their path of becoming independent and to have a self-secure personality. They should be critical, responsible humans in their community and show their social competences, intellectual skills and creativity. It’s a small private school, initiated and run by a <u>parents’ association</u>. <a href="http://www.galemo.at">http://www.galemo.at</a></p>
<b>PROJECT’S ACTIVITIES</b>	<p>The school accommodates around 70 pupils in three different levels: “Primaria” 1, “Primaria” 2 and “Sekundaria”. In each level we have children of three different age-groups studying side by side. All levels have two classrooms, where the kids can learn according to special pedagogical principles found by Maria Montessori. Our teaching team consists of eight full-time teachers and a few additional ones that offer some special classes.</p> <p>Meet the Team:  <a href="https://www.galemo.at/ueber-uns/paedagogisches-team">https://www.galemo.at/ueber-uns/paedagogisches-team</a></p> <p>School is from Monday to Friday and always starts at eight am. While the younger kids return home <u>between 12 and 13 o’clock, “Sekundaria” has also</u></p>



	classes in the afternoon until four P.M. from Tuesday to Thursday. On these days they prepare <u>their own lunch</u> .
<b>VOLUNTEER'S REQUIREMENTS</b>	We are looking for native speakers, creative, with initiative to do activities with the kids. Most importantly just speaking English with the children, playing with them and keeping them safe, while being together with them, helping to prepare snacks for the children, helping to keep the group tidy.
<b>NUMBER OF ICYE VOLUNTEERS TO BE HOSTED IN PROJECT</b>	1
<b>HOST SITUATION</b>	Host Family ( <b>May also be in a Rural Area</b> )



## Project Priority List

Name: \_\_\_\_\_

Host Country: \_\_\_\_\_

Age: \_\_\_\_\_

Exchange Period (6 or 12 months): \_\_\_\_\_

### PROJECT AREAS/ Preferences

Please tick the boxes of the areas in which you would like to volunteer:

- |  |  |
|--|--|
| <input type="checkbox"/> With children/youth       | <input type="checkbox"/> Manual skills |
| <input type="checkbox"/> Working with disabled     | <input type="checkbox"/> Teaching      |
| <input type="checkbox"/> Sports                    |  |
| <input type="checkbox"/> Music/Arts                |  |
| <input type="checkbox"/> Others, please specify: _ |  |

What are your interests when volunteering for a social project?

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Which of the example projects would you be interested in volunteering in?

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### Motivation Letter

Please write a motivation letter (up to 1 page) of what are your wishes, interests and motivation to volunteer in a social project in Austria.