

Volunteer Plan

1. Rationale

At the Asha-Kiran Foundation, we firmly believe that every person has the right and the ability to contribute to the well-being of their community. Our Volunteer Plan arises from this conviction: to open spaces where each person can dedicate their time, talent, and energy to serving children, youth, and communities in vulnerable situations.

Volunteering is not merely a form of assistance to our projects: it is an experience of mutual transformation, where participants also grow in sensitivity, creativity, and social awareness.

2. Ethical Framework

This Volunteer Plan is governed by and integrated into the Asha-Kiran Foundation's Code of Good Governance. All volunteers commit to act in accordance with its principles of transparency, integrity, confidentiality, and prevention of conflicts of interest, always prioritizing the best interests of the people we serve.

3. Program Objectives

The Asha-Kiran Volunteer Plan aims to:

- Meet the expectations of volunteers by creating spaces where they can contribute according to their knowledge, skills, interests, and availability.
- Foster the creativity and entrepreneurial spirit of those who collaborate, providing guidance to help them implement ideas that benefit others.
- Support the Foundation's mission in India and Spain by strengthening educational, inclusion, accompaniment, and awareness projects.
- Raise social awareness about the reality of vulnerable children and youth, and about the role of migration in building diverse and supportive communities.
- Build lasting bonds based on mutual respect, cooperation, and shared commitment.

4. Types of Volunteering

The Asha-Kiran Foundation's Volunteer Plan offers the opportunity to collaborate both in Spain and in third countries, in coordination with our partner organizations on the ground. Each modality seeks to adapt participation to the skills, availability, and interests of each volunteer, always ensuring a useful, educational, and transformative experience.

There is also the option of volunteering in management and institutional support: participation in strategic areas of the Foundation such as communication, fundraising, event organization, project management, international cooperation, and administrative support. This type of volunteering is essential for strengthening Asha-Kiran's structure and sustainability, ensuring that projects continue to grow with transparency and efficiency.

5. Volunteer Profile

The Plan is open to anyone willing to contribute, regardless of age, education, origin, or personal situation. We particularly value diversity as a source of richness, commitment and sensitivity toward vulnerable children and youth, and the ability to work as part of a team. The most important element is the willingness to learn, share, and participate.

6. Onboarding Process

To ensure a satisfactory and safe integration, we follow a structured process:

1. **Application and Interview:** Receipt of the application and a personal interview to learn about motivations, expectations, skills, and availability.
2. **Volunteer Agreement:** Formalization of the collaboration through the signing of an agreement specifying rights, duties, duration, schedule, tasks, and confidentiality commitments.
3. **Mandatory Initial Training:** Participation in a training session on Asha-Kiran's mission, values, and projects, the Code of Good Governance, and basic safety and conduct protocols.
4. **Presentation and Tutor Assignment:** Integration into the team and assignment of a supervisor who will provide ongoing support and follow-up.
5. **Adaptation Period:** A first month of collaboration to adjust tasks and ensure that the experience is enriching for all parties.

7. Methodology and Mentorship

We understand volunteering as a shared journey. Therefore:

- We design personalized paths adapted to each person's interests, skills, and availability.
- We assign a mentor who facilitates integration and monitor's progress.
- We promote mutual learning: the Foundation receives support, and the volunteer gains meaningful experiences and deeper knowledge of social realities.

8. Training and Awareness

Training is an essential part of our commitment to quality and ethics. We offer:

- Introductory sessions on Asha-Kiran's mission and the social context of vulnerable children and youth.
- Awareness spaces on children's rights, migration, interculturality, gender equality, and coexistence.
- Practical workshops to strengthen skills in communication, educational support, and group facilitation.

9. Commitment to Safety and Protection

The safety of both beneficiaries and volunteers is an absolute priority.

- **Child and Youth Protection:** For volunteer roles involving direct and regular contact with minors, it is a mandatory requirement to present a negative certificate of sexual offense records.
- **Insurance:** The Foundation provides accident and liability insurance that covers all volunteer activities.
- **Action Protocols:** Volunteers will receive training on the procedures to follow in case of an incident, accident, or risky situation.
- **Expenses:** The Foundation will cover expenses directly related to volunteer activities that have been previously authorized.

10. Evaluation, Recognition, and Completion

We believe in recognizing the value of voluntary dedication and in closing each stage positively.

- **Ongoing Evaluation:** Periodic follow-up meetings with the mentor to assess progress and gather feedback.
- **Recognition:** Organization of community gatherings, issuance of participation certificates, and sharing of volunteer testimonies through our communication channels.
- **Formal Completion:** At the end of the collaboration, a closing interview will be held, and a certificate detailing the functions and skills developed will be issued.
- **Alumni Network:** Individuals who complete their volunteering stage become part of our network of allies, invited to events and encouraged to continue contributing in other ways.

11. Mutual Commitment and Responsibility

Volunteering at Asha-Kiran is guided by principles of solidarity, respect, confidentiality, and mutual commitment. The volunteer agrees to fulfil agreed activities, participate in trainings, and

respect the Foundation's ethical framework. Asha-Kiran, in turn, commits to offering a safe, well-organized, and enriching experience.

12. Conclusion

The Asha-Kiran Volunteer Plan aims to be much more than a collaboration space: it is a path of connection and shared transformation. Each person who joins contributes their part to the mission of building a more just, inclusive, and humane world, where vulnerable children and youth can grow with dignity and hope.