



Volunteer Information Letter

1. Volunteers should try to commit for a minimum of six (6) months.
2. Volunteers should contact Future Hope India for travel advice if needed.
3. Owing to the number of volunteer requests we receive, returning volunteers are normally limited to a returning cycle of three years.
4. Volunteer applications must be formalized through the Future Hope website Volunteer Application Form.
5. The total number of volunteers at any one time is six. It is not always possible to ensure gender balance, but we make every effort to do so.
6. While we are happy to discuss volunteering, it is essential that a Volunteer Application Form is completed otherwise the application will not be processed. Volunteers from outside Kolkata pay a modest rent for external accommodation and may eat meals at Future Hope and the Future Hope Homes in Kolkata. There is a roster for evening engagements with our home children.
7. It is essential that prospective volunteers read all materials thoroughly. Before taking up an appointment each volunteer is required to sign a Formal Undertaking and the Future Hope Child Protection Policy. Prospective volunteers must cooperate fully with FHS in procuring all necessary clearances and documents relevant to undertaking such a position of responsibility.
8. Volunteers must dress in an appropriate manner for a school campus –international and national dress, casual and sporting attire. As mentors to the young, volunteers carry the same expectations as any member of our teaching staff. Smoking and drinking on campus or in sight of children are strictly forbidden habits. Smoking in school premises is not at all allowed. Hair of any length should be neat and tidy. Cleanliness is important. When socializing it is important to remember that volunteers represent Future Hope in public.
9. While we are happy to welcome people to the school there is a limit to how many we can accommodate in the interests of the children's education and privacy. Volunteers are not permitted to invite family, friends or guests to the school without the prior knowledge of the authorities. The offer of a volunteer's place is for that person only. Family and friends of volunteers who visit will need to find their own accommodation, if required.
10. It is essential for volunteers to check their medical insurance before joining us. We have a strong relationship with one of the major hospitals in Kolkata and have helped several volunteers in need of urgent medical treatment beyond what our excellent school doctor can provide in the form of free, basic medications for coughs & colds, headaches, malaria, and mild infections.

11. Volunteers at Future Hope really enjoy their time with us. For most, it is a life-changing experience. While there is a sensible balance between work and free time (part days and one day off per week), there is a strong expectation that volunteers will be committed deeply to the welfare of the children and very supportive of our programmes. Volunteers need to be independent, pro-active and self-sufficient adults.