

## **Handbook on Volunteering of Migrants in Sport Clubs and Organisations**





*Publisher: Vienna Institute for International Dialogue and Cooperation (VIDC) and Football Association of Ireland (FAI)*

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### **Acknowledgments**

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*This publication reflects only the author's view and that the Agency and the Commission are not responsible for any use that may be made of the information contains.*



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# Introduction

Societies across Europe have changed at a rapid pace, with everyday signs visible in almost every community across Europe. These changes may be displayed through the diversity of languages being heard on the streets or through more visual displays through various cultural practices and norms. What we know is that diversity is a part of society and how we, as European societies, celebrate and bring together these differences and work towards a common goal is a key challenge for us all. 'Helping' out in the community or volunteering your time to assist others plays an important role in bringing people together for a common community or societal goal.

*"The large numbers of people volunteering to help with sporting activities across the EU demonstrates that sport is seen as an important part of the community in most parts of the union"*

*Sport and Physical Activity, Special Eurobarometer 334*

Sports Clubs often provide a focal point for a community, providing a common ground through which people can collectively come together. Working with clubs to set standards including their ethos and image, has benefits for clubs and the community at large. This ESPIN Handbook has been developed as a guide and support for potential volunteers with a migrant background who have an interest in volunteering their time in sport. It has also been developed for local clubs and sports organisations interested in encouraging and involving more people from diverse backgrounds to volunteer within sport.

*"Volunteerism is the biggest driving force of our football club. It has taken us to higher heights that we never before have imagined."*

*Olalekan Junaid, African stars FC, Hungary*

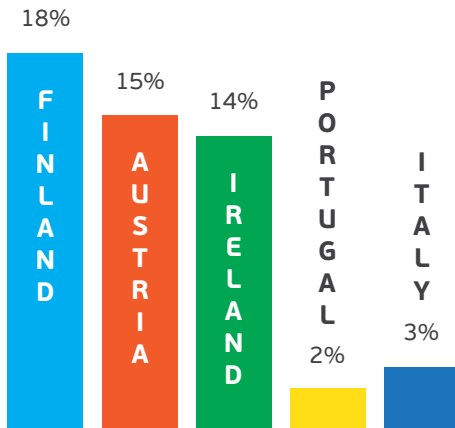
The handbook came about as a result of roundtable discussions, focus group meetings with clubs and partner meetings with people from a migrant background and NGOs involved in sport across seven EU countries. It is split into two parts; the first part gives information to people interested in volunteering, while the second part gives information to clubs interested in attracting/recruiting volunteers from diverse backgrounds.

# Sports Volunteering in Europe

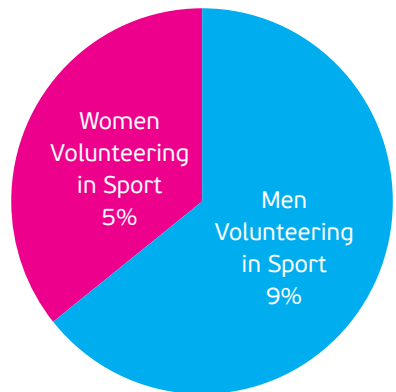
The European Commission estimates that approximately ten million people volunteer in more than **700,000** sports clubs. Volunteering in sport, with **football in particular**, accounts for the most common type of voluntary activity in **over half of all EU countries** (GHK 2010b, 6; GHK 2010a, 188).

The Eurobarometer “Sport and Physical Activity” shows major differences between the different member countries: a comparatively large proportion of respondents from Finland (18%), Austria (15%) and Ireland (14%) state that they volunteer to support sporting activities, whereas respondents from Portugal (2%) and Italy (3%) rarely do so (European Commission 2010, 64ff.). The survey also reveals significant differences between men and women when it comes to volunteering in sports. The majority of sports volunteers in the EU are men: 9% of male respondents say they volunteer, as opposed to 5% of female respondents (European Commission 2010, 59).

Volunteering differences between the different member countries



Differences between men and women in volunteering in sports



European Commission (2010): Sport and Physical Activity. Special Eurobarometer 334. Brussels. [http://ec.europa.eu/public\\_opinion/archives/ebs/ebs\\_334\\_en.pdf](http://ec.europa.eu/public_opinion/archives/ebs/ebs_334_en.pdf)

GHK (2010b): Study on Volunteering in the European Union – Executive Summary. [http://ec.europa.eu/citizenship/pdf/doc1020\\_en.pdf](http://ec.europa.eu/citizenship/pdf/doc1020_en.pdf)

GHK (2010a): Volunteering in the European Union – Final Report. [http://ec.europa.eu/citizenship/pdf/doc1018\\_en.pdf](http://ec.europa.eu/citizenship/pdf/doc1018_en.pdf)



# What is Volunteering?

*“Volunteering is the commitment of time and energy, for the benefit of society, local communities, individuals outside the immediate family, the environment or other causes. Voluntary activities are undertaken of a person’s own free will, without payment.”*

*The White Paper Supporting Voluntary Activity (2000), Ireland*

Volunteers are people from all backgrounds and ages. They are motivated to make a difference in their community and their own life by freely giving of their time without the expectation of payment. The volunteering might be for a one-off event like stewarding at a sports tournament or it may be ongoing like coaching a team weekly. Volunteers are crucial to every society and many clubs, services or programmes could not run without volunteers. Volunteers are people like you.

For volunteering to work well it will have benefits for the volunteer and also for the club or sports organisation to which the volunteer gifts his/her time. This ‘two-way’ relationship helps both to clarify and understand each other’s expectations, in order to create a successful partnership.

## Charter for effective volunteering in sport (adapted from Volunteer Ireland)

### VOLUNTEERS CAN EXPECT TO:

- Know if, and how, they are being selected
- Be given meaningful volunteering tasks to do
- Know what is expected from them
- Be offered appropriate training
- Be thanked and to have their voluntary contribution recognised
- Receive supervision/mentoring and support
- Get something out of the work for themselves
- Know who to go to if there is a problem
- Make mistakes and learn from them
- Be made aware of how issues or difficulties will be dealt with
- Be treated fairly and not to experience discrimination
- Have safe working conditions, including insurance cover
- Be informed about, and given the opportunity to play an active part in the sports club as a whole
- Be able to say ‘no’ and to leave without feeling guilty

### VOLUNTEERS ARE ASKED TO:

- Respect the values and aims of the organisation
- Be committed
- Be reliable and give the organisation sufficient warning if unable to turn up
- Be punctual
- Attend essential training and support sessions
- Undertake the work to a high standard
- Be honest if issues or difficulties arise


# Charter for effective volunteering in sport (adapted from Volunteer Ireland)

## SPORTS CLUBS/ORGANISATIONS ARE EXPECTED TO:

- Ensure the volunteering experience is a rewarding one
- Ensure equal access and not to discriminate
- Define clear, meaningful roles for volunteers
- Have policies and procedures for volunteers
- Provide all necessary information to volunteers
- Be available for volunteers
- Provide training where necessary
- Thank and value volunteers
- Provide insurance cover
- Inform volunteers of any legal liabilities
- Supervise and to provide support
- Reimburse out-of-pocket expenses, if feasible
- Provide a safe working environment
- Have procedures in place for dealing with difficulties complaints and grievances
- Have procedures in place for dealing with issues or difficulties that may arise

## SPORTS CLUBS/ORGANISATIONS CAN ASK:

- For certain qualities and skills in volunteers
- For volunteers to understand and buy into the
- Organisation's ethos
- Volunteers to sign a volunteer agreement or 'contract'
- For tasks to be done in a particular way, to a certain standard & within certain timeframes
- For volunteers to see through their time commitment
- For reliability
- For punctuality
- To ask volunteers to leave if their involvement hinders the organisation achieving its goals



*Asma Aiad - Volunteer at  
Young Muslim Women in  
Austria (JMOWE)*

# Information for volunteers

## Why volunteer in sports?

Becoming a volunteer is usually a rewarding experience that provides many benefits such as meeting new people, gaining skills and experience and making connections within the community. However, you might have questions like how or where to get started.

The information below will serve as a guide to help you.



*A Club Committee Member Ireland "What would you say are the main benefits for people wishing to volunteer, especially those with a migrant background? I suppose the main benefits are to get involved not only as a volunteer but people become like a second family"*

*Merlin Woods Community Football Club Ireland*

## What are the benefits?





Jacob - Volunteer in Germany

I am from Afghanistan. I live in Berlin for four years now. I volunteer for "Champions without borders", a sport association promoting the inclusion of refugees. I worked as a coach for children from refugee hostels. I enjoyed training these kids from diverse backgrounds and different countries and get them out of the refugee hostels.

## Volunteering in Sport benefits checklist

Please tick boxes that might contain your reason for volunteering

To help other people e.g. young people

To pass on your skills and knowledge – either of a sport and/or life skills

To make friends

To have fun

To learn more about a sport in the country you live in now

To become a role model for others in your family or community

To develop or gain new skills

To gain certificates, training and/or references-an opportunity for professional or personal development

To improve your language skills

To build your confidence

To expand your social network

To help a club grow and develop

To build your C.V.



*Name: Asma Aiad*

*Age: 28*

*Country of origin: Austria*

*Profession: Photographer,  
Freelance Journalist*

***When did you start volunteering in sport?***

In 2008 I started to get actively involved in the association for Young Muslim Women in Austria (Junge Musliminnen Österreich – JMOE)

***Why did you start to volunteer in sport?***

I got to know about JMOE in the frame of a project they were involved with named "Fatima", which is a qualification platform for young Muslim women in Austria.

***What are the tasks in your club?***

I am working as a Volunteer for the JMOE and I am responsible for the sport section. I am organising Sport camps in summer and winter for young women, the so called SistersGos, and a lot of other sport activities and training sessions, like running, volleyball, climbing, skiing, hiking or swimming.

***What do you like most as a volunteer?***

Partly, I am taking part in these activities, but lately, I more often take care of public relations for the club, like photographing and publishing.

## ***Do I need to know a lot about a specific sport to volunteer my time?***

No, not really. There are usually lots of different roles and tasks in every club. Some might require administrative or organisational skills for example, while others, like coaching, might require specific knowledge or skills in that sport. This knowledge and skills can usually be gained over time.

## ***How are sports clubs and organisations structured?***

Most sports clubs or organisations at the grassroots of sport are **voluntary in nature**; this means that most people who organise and run grassroots sports clubs, **are not employed professionally to run the club**, but are themselves volunteers interested in a particular sport.

Volunteers, who help run a sports club or organisation, usually **give their time** balanced around or outside of other activities in their life, such as work, study or family time. Sports clubs/organisations typically have a **committee** that is responsible for the overall running of the sports club/organisation; roles such as a **chairperson, secretary, treasurer (finance officer), public relation officer and welfare officer** are examples of some typical roles on a committee.

In some sports clubs/organisations, one person **might fulfill more than one voluntary role**, while in others, many people carry out different roles. There are many factors which determines who does what including the size of the club or organisation and the number of volunteers it has.

Coaches, Managers and Parents if involved in a 'Junior' club (for children under 18 years of age- also called 'Underage' clubs in some countries), organise training, match day activities such as transportation to matches, team selection, and warm ups. Other roles might include assistance with promoting the club or its general upkeep and running (e.g. helping out with websites/promotion, assistance with pitch and other facilities). Volunteers usually help with the fundraising activities of their club, e.g. organising a fundraising quiz night or similar events to raise funds.

Clubs usually cater for a wide range of players and abilities, and can have a number of teams. Some clubs focus their football opportunities on elite participation only.

Some voluntary positions in grassroots sport involved roles where expenses are covered, such as Referees for example. Each country operates its own procedures but it is important to know that Referees have to undertake training courses and are typically issued an annual license by the National Sports Federation to officiate games.

## What kind of volunteer roles can I expect in a sports club?

Many grassroots sports clubs and organisations have a variety of voluntary roles and need people to help out with lots of tasks. Here's a list of the typical types of roles you might find in a club, with a short description of each. Have a look at the list and ask yourself "is this role for me?"

Tick the "is this role for me" box if it's a role you think you might want to do?

Role	What they typically do	Qualities/skills required	Is this role for me?
Team Manager	<p>Liaises with club coaches on team on matters (registration, fixtures, finance etc.)</p> <p>Liaise with club committee on aspects of administration such as registrations, fundraising, subscriptions etc.)</p>	<p>Organised.</p> <p>Responsible.</p> <p>Respectful.</p> <p>Fair.</p> <p>Basic IT knowledge e.g. social media user.</p> <p>Administration skills/knowledge (filling in forms, know club policies).</p> <p>Good role model.</p> <p>Good communication &amp; interpersonal skills.</p>	<input type="checkbox"/>
Club Coach	<p>Coaches teams, organises training, attends matches. Typically a coaching qualification is required for this role (see below section on qualifications).</p>	<p>Good communication &amp; interpersonal skills.</p> <p>Good mentor and role model.</p> <p>Responsible.</p> <p>Organised.</p> <p>Respectful.</p> <p>Fair.</p> <p>Know and uphold club policies/ethos.</p>	<input type="checkbox"/>

Assistant Club Coach	Support a team or head coach in running training sessions and organising matches.	Good communication & interpersonal skills. Good mentor and role model. Responsible. Organised. Respectful. Know and uphold club policies/ethos. Fair.	<input type="checkbox"/>
Child Welfare Officer	Responsible for all matters pertaining to the protection and welfare of children. Promotes best practice and procedures within the club. Receive and deal with reports. Liaise with relevant agencies. Communicate effectively with club administrators, coaches, members and parents.	Organised. Responsible-Integrity. Good communicator. Attention to detail. Accurate record keeping skills. Computer user/skills (writing skills). Informed and knowledgeable about child protection and welfare including the provisions of legislation & Sports Governing body Rules.	<input type="checkbox"/>
Secretary	Responsibilities include: Writes letters from the Club to other Clubs/ Leagues or Individuals. Receives mail for the Club passes these to other relevant club officials or takes mail to meetings to be 'tabled' Prepares the agenda for the meetings.	Organised. Accurate record keeping skills. Computer user/skills. Communications skills written and spoken.	<input type="checkbox"/>
Treasurer	Manages the finances of a club.	Budgeting and finance planning Know-how	<input type="checkbox"/>



Chairperson	Chairs meetings, represents the club at public and other club events.	Good communication skills. Responsible. Organised. Fair and uphold club policies/ethos. Respectful.	<input type="checkbox"/>
Public Relations Officer	Draft communications such as Press Releases, attends committee meetings. May manage social media platforms.	Good communication skills. Organised. Good social media knowledge and IT skills. Creative with attention to detail.	<input type="checkbox"/>
Club Administrator	Facebook admin, Twitter admin, website admin	Good communication skills. Organised. Good social media knowledge and IT skills. Creative with attention to detail.	<input type="checkbox"/>
Events Coordinator	Plans and coordinates events.	Organised. Good communication skills.	<input type="checkbox"/>
Equipment or Inventory Manager	Ensures sports equipment is of good quality and its availability. May look after sports pitch/field maintenance.	Organised. Attention to detail. Good with manual tasks.	<input type="checkbox"/>
Volunteer Coordinator	Coordinates volunteer recruitment. Mentoring/ education and deals with any volunteer issues.	Good communicator. Respectful. Honest & fair.	<input type="checkbox"/>
Other General Volunteer roles	Driver to transport to and from matches. Volunteers to helps maintain pitch or club facilities. Volunteers to preparation food/ refreshments may be required at specific times.	Valid Driving license. Maintenance experience. Catering & food preparation skills. Qualities needed include: honesty, responsibility, friendly & good with people.	<input type="checkbox"/>

## *How much time do I need to commit?*

Each volunteer role is different depending on what you will be doing. For example if you are organising a fundraising quiz night you might be asked to commit 20 hours on a once-off basis. If you update the club's social media accounts the commitment might be one hour weekly for an initial three month period. Serving as the chairman or committee club member will probably involve a monthly meeting for a year. Before you start volunteering you should clarify what the club expects and whether you have the time to commit to the role.

*What I enjoy most about volunteering is the relationship with people.*



*Antonio - Volunteer in Italy*



*Name: Sebastian*

*Age: 35*

*Country of origin: Poland*

*Profession: Manufacturing Technician*

*When did you start your volunteering experience in sport?*  
In 2014.

*Why did you start to volunteer in sport?*

I decided to be involved in volunteering because I wanted to show my children that this helps us to integrate with the local community and make new friends.

*What has been the challenge for you?*

The challenge for me was to work with new people whom I did not know so far, especially language barrier.

*What do you enjoy most?*

I enjoy most a good atmosphere in the new environment, the ability to help each other and make children happy when they are attending training sessions.

*How do you manage to be a volunteer with your professional and private life?*

I try my best and make time in my profession and private life to be a volunteer as I know all my work is important to everybody around and I'm happy that I can help in what I'm doing.

*What would you say are the main benefits for people wishing to volunteer, especially those with a migrant background?*

In my opinion, main benefit of being a volunteer is meeting new people who become to be a good friends after some time.

*How does the club (Merlin Woods benefit) from having more volunteers?*

Having more volunteers in the club will help to drive more activities for the children/youth and adults and help to improve what we have at the moment.

*What impact does reaching out to encourage more people from migrant backgrounds to volunteer (including parents) have on the image of the club and on the community?*

In my opinion, encouraging more people with a migrant background is proof of the fact that there are no barriers between people from different countries, and this will help create a picture of a family / community that can help other people who may feel lost in a new place.

# How to start volunteering in sport-steps to getting involved?

## *Local Sports Clubs*

Volunteers are often recruited for clubs through their local community or club networks, inside the club or among the members. Many sports clubs and organisations have their own websites, Facebook page or other social media pages or profiles, so this is often a good place to start.

## *National Sports Associations or Federations*

It is also useful to contact your National Governing Body of Sport or National Sports Federation for the sport you want to volunteer in. The National Governing Body may have a club locator on their website that you can use to search for clubs in your area.

## *National Volunteer Agency*

Across many European countries volunteer agencies or centres help people interested in volunteering. For example in Germany there are approximately 500 local volunteer agencies throughout the country listed on the national volunteer agency website: <http://bagfa.de>

Similarly in Ireland, there are 21 Volunteer Centres and five Volunteer Information Services, which are all members of Volunteer Ireland: [Volunteer.ie](http://Volunteer.ie)

To access information about the European Volunteer Centre (CEV) why not visit [www.cev.be/about-2/](http://www.cev.be/about-2/)

## *National & Local Non-Government Sports Organisations (NGO'S)*

In Europe many national and local non-governmental organisations either organise opportunities to take part in sport or can signpost you to relevant sports organisations. For example in Italy, UISP provide opportunities for volunteering in sport. Their website has a list of all the local committees, which can be contacted [www.uisp.it](http://www.uisp.it)

## Some questions to ask yourself before you take on a volunteer role



*The annual Mondiali Antirazzisti near Bologna is run by volunteers.*

What is it that you want to do? What are you interested in? What experience and skills can you contribute? You may not think that you have a lot of skills and experience to offer but you do – you may have particular life skills and experience, the ability to organise things, know a lot about computers or how to teach for example. There are so many ways in which you can get involved. The list of questions below will help you think through some of the questions you might have.

### Questions to ask yourself

How much time do you have to give and for how long? What days?

Are your personal circumstances likely to change in the near future, which would affect your volunteering?

Do you have your own transport or can you easily get to your place of volunteering using public transport?

Are you in a position to cover your public transport costs, if necessary?

What is your reason for volunteering?

What would you like to gain from your volunteer experience?

## ***Questions to ask at your first meeting***

When you meet with the club or sports organisation for the first time, this is a good opportunity to find out more about them and ask any questions before you commit. Weigh up all your options and be honest with yourself about whether you can get involved, for how long and for what role. After your meeting, if you realise you can't commit or the role is not for you, tell the club so that they know where they stand.

## ***What exactly will I be doing?***

Find out as much information as possible about the tasks and duties you are expected to do. Some sports clubs may have a specific person that deals with volunteers (volunteer coordinator) others may not, so asking questions and finding out as much as possible about the role when you first meet the club is important.

## ***Who will I volunteer with, and who do I talk to if I have questions?***

Ask who you will be volunteering with so that you know the role that each of you will do. Getting a contact number and/or email for the person you will volunteer alongside, as well as the most relevant liaison person for your role (club volunteer coordinator, club secretary, head coach, chairperson etc.) is helpful so you can inform them if you might be late or a problem arises.

## ***When do you want me to start, and will there be any training or an induction?***

With some roles you can start immediately, while others will have a recruitment process, which takes time. In Ireland for example, those working with children (under 18 years of age) will have to complete a Garda Vetting application (police check), provide two references and attend a three-hour child protection and welfare course before they can start volunteering.

Ask if you will have training in other areas too (e.g. coaching courses, first aid etc.) and depending on your role and experience, if somebody will act as a mentor for you.

## **How do I find out if the club provides for out of pocket expenses?**

Every club or sports organisation will have its own policy on this, the best thing to do is ask this questions when you first meet with the club so you know if this is something they provide for or not.

## **Out-of-pocket expenses/ reimbursements**

Across Europe, different sports organisations and jurisdictions operate their own procedures on reimbursement as mentioned above, so it's important to check this at the beginning with the sports club or organisation you wish to volunteer with. Below are examples of how reimbursements are dealt with in a few countries.

**Germany:** *Coaches are often reimbursed but this depends very much on the financial resources of individual clubs. Other expenses may be reimbursed or 'pocket' money offered as a way of recognition.*

**Italy:** *Volunteers are generally reimbursed for out-of-pocket expenses incurred while volunteering.*

**Finland:** *Travel expenses are often reimbursed or subsidised.*

**Portugal:** *By law volunteers are reimbursed for their travel expenses.*

## **Clarify expectations so as to avoid confusion**

As you are giving your time and energy free of charge to support a club there are some simple and basic things that you should expect from them, while at the same time there are some reasonable things that they will expect from you. To avoid any confusion or ambiguity be clear about your expectations and ask the club to do likewise.

## **Do I need insurance or will this be provided by the club?**

Typically clubs provide insurance that covers volunteers, but it is very important to check this with the club so that you are clear.

# Screening and Selection



If volunteering your time with children or vulnerable adults, it's important to know that in many jurisdictions volunteers are required to undergo background checks or screening procedures (sometimes referred to as vetting in some countries). Your club will be able to provide you with information and support in this area.

## *Frequently asked questions about Police Checks*

### **? *Who carries out the police check?***

This will vary depending on where you live in the EU; for example in the Republic of Ireland, the check is carried out by the Garda (Irish Police) Central Vetting Unit. If you do need to be vetted (police checkED) in Ireland you don't have to apply yourself – you fill out the form and your club will then handle the paperwork.

### **? *What types of volunteering require police checks?***

Anyone who works with children and/or vulnerable adults.

### **? *How long does it take?***

It varies from country to country but can take anything from as little as two weeks to 12 weeks or more. The length of time can also depend on the level of demand on the police vetting units/authorities.

### **? *How often do I need to be re-checked?***

It depends on the legislation in each country and the policies of each organisation but generally about every three years or so.

### **? *Equal opportunities***

Everybody should be treated with dignity, respect and fairly when volunteering. Find out if the club has an equal opportunity practice and policy.





*Football tournament at the  
Refugee Day in Austria*

# Training

## How to gain training and qualifications?

National Governing Bodies of Sports or National Sports Federations, typically run a range of courses for those interested in obtaining a coaching or referee qualification. Many national governing bodies/federations also provide training in areas such as Child Protection and Equality Awareness courses e.g. Anti-Discrimination or Disability awareness.

In some countries sports clubs offer volunteers the opportunity to take a coaching course and subsidise the cost- check with your local club or national governing body or federation about these. Below is a snapshot of how training works for some sports in some of countries.



**Republic of Ireland:** for Football training courses are run by the Football Association of Ireland [www.fai.ie](http://www.fai.ie) through its various education programmes, see "FAI Coach Education Pathway" in the next page, which outlines some of the coach education pathway options.

The Irish Sports Council (now called Sport Ireland): <http://www.irishsportsCouncil.ie/> can also sign post people interested in other sports to other national sports bodies that offer training.



## Germany

There are different associations offering training and qualifications, depending on what you are looking for. For example the DOSB (German Olympic Sports Federation) offers different types and levels of sports instructor licenses see <http://bit.ly/1Vo1wXu> The Sports Federations of each of the Federal States in Germany offer qualification classes to gain this license at various levels.

If you want to get a license as a football coach, there are also different levels in line with the UEFA training convention, such as grassroots and professional levels. The DFB (German Football Association) provides information on the website of classes and ways of applying for these see <http://www.dfb.de/sportliche-strukturen/trainerausbildung/>. Your local sports club can provide further information as well.

## Italy

UISP can signpost you to relevant committees where you can find out more about training, [www.uisp.it](http://www.uisp.it). You can contact your local committee about training opportunities.

## Finland

Individual clubs can provide information on training options. Volunteers can often avail of free classes such as first aid, coaching and refereeing. You can also contact your local federation or email Liikkukaa - Sports For All [info@liikkukaa.org](mailto:info@liikkukaa.org)

## What are the Barriers and Challenges?

Volunteering will hopefully be a positive experience for you. However, it is also important to understand that volunteering, especially if you are not familiar with the local community, culture or indeed the specific ethos of a club can bring some challenges.

Lack of understanding or information about different cultures or a lack of information about the way things work in a club, could lead to misunderstandings on both sides. These can often be overcome by discussing any issues and clarifying meanings. However, if you feel

you are being disrespected as a volunteer because of your culture or exploited in some way; this should not be allowed to go unchallenged and you should bring this up with the club's chairperson and/or volunteer coordinator.

Time, income, and uncertainties about the future can all impact on how much time people can commit to volunteering. On the other hand even a small commitment of time has the potential to open up new networks, can be personally rewarding and will help you make new contacts and friends.

# Information for Sports Clubs and Organisations

This section is designed to provide assistance to those clubs and sports organisations interested in engaging volunteers from diverse backgrounds.

All clubs probably know, and appreciate that volunteers are often essential to the smooth running of a sports club or organisation. Motivated volunteers are worth their weight in gold in terms of the time they give up to support the running of a club/organisation.

The engagement, mentoring and development of people wishing to volunteer their time, and who are from migrant backgrounds, or with diverse ethnic or cultural origins, will be of particular relevance to those sports clubs and organisations that have a special interest in the benefits of inclusion in their club/organisation and the local community.



*Volunteering is the foundation on which our club is building, and without the help and skills of people from different cultures we could not do this. The engagement with and the inclusion of people from different backgrounds has been a critical aspect of the development of our club'.*

*Mertlin Woods FC Galway Ireland*



## ***Inclusive Clubs***

### ***How to create a welcoming atmosphere for migrants - being an inclusive club?***

Inclusive clubs start with an attitude of inclusion; this means they believe and are focused on including people in their club/organisation regardless of background.

This does not mean they ignore the fact that people might bring different world views and cultures, but inclusive clubs see these as positives. These clubs strive to be representative of the diversity within their locality in the make-up of their club. Inclusive clubs have an atmosphere and open door ethos that is welcoming of diversity throughout the club.

*In our club, we want everybody to participate combining soccer & civic activism...*

***Julia (board member) and Alexa (coach) of the women football club "Kickerinhas e.V." from Berlin***



<b>Do</b>	<b>Tips</b>	<b>Tick</b>
Begin by raising awareness	So start with cultural awareness, diversity and inclusion training/education for club leaders.	<input type="checkbox"/>
Continue with awareness raising	Cultural awareness and diversity and inclusion training for all club members.	<input type="checkbox"/>
Create a healthy atmosphere around inclusion	Rewards for inclusion practices and strong penalty for racial and anti-inclusion practices.	<input type="checkbox"/>
Intentionally include migrant volunteers	For example among leaders as role models.	<input type="checkbox"/>
Be open to learning	For example about the home countries from which migrant families come. Finding ways to reference these home countries in club activities (e.g. mini world cup tournaments, multicultural club open days).	<input type="checkbox"/>
Encourage	Migrants to talk about their home country. Identify sports heroes from migrant countries and find ways to reference them.	<input type="checkbox"/>
Seek effective contact	Contact with migrant groups will vary from group to group and from country to country. The important thing is that the club makes the creation of a welcoming atmosphere a policy before the commencement of recruitment strategies.	<input type="checkbox"/>
Respect the culture/ religion of volunteers	For example, in the case of people who follow the Muslim religion; don't prepare just snacks with pork when you have a break. Or don't force people – if they are very religious – to volunteer during their religious holy days if they don't want, even if the holy days are not the official in the country.	<input type="checkbox"/>



*We organised club open days around a cultural festival, knocked on people's doors to encourage people to get involved and we run open evenings for interested volunteers from diverse cultural backgrounds*

# Volunteering, how is it understood across the world?

Volunteering may be understood differently around the world. Some cultures and societies recognise **formal volunteering** (through an organisation) as a practice, while in others, the concept of helping people is seen as a **core part of life or tradition** without the need to formally define it. Volunteering at the neighbourhood level is sometimes referred to as **informal volunteering**.

However, a universal principle is that volunteering is the act of **helping others**, for the **good of society** and **without the expectation of financial gain**.

## ***Why do people volunteer?***

There are many reasons why people volunteer in sport, some people volunteer because they have played themselves and want to give something back to the sport or club. Other people might have very little experience in a particular sport, but volunteer because of a sense of pride in their community and a willingness to give something back to society. Parents might volunteer because their child is playing the sport.

In order to recruit volunteers effectively and successfully, clubs need to emphasise the benefits that volunteering provides. Your club can offer many benefits to volunteers including: **social contact** with **like-minded people**; the opportunity to **help a club grow**; the chance to **coach and mentor** potential future stars; the ability to gain or **pass on skills and experience** or the opportunity to **avail of training**. There are many more benefits that your club can offer and it is important to understand and articulate these to potential volunteers. Why not draw up a list of the benefits your club offers.

Remember benefits do not have to be monetary.

## ***What are the benefits of involving migrants in your club /sports organisation?***

*You might ask why clubs should make an effort to include migrants. Here are some important points to think about:*

Migrants bring a lot of skills and knowledge that can be of benefit to a club or sports organisation. New people bring different knowledge, skills and views points. They also have local contacts and networks, which gives the club a wider reach into the community.

Migrants usually want to be involved because they want to feel accepted in their new community. By adding capacity to your sports club or organisation, volunteers can make a significant contribution to improved performance both on (playing, coaching etc.) and off the pitch (fundraising, pitch lining, admin tasks etc.).



Clubs have a role to play in ensuring inclusion and community cohesion, and by including migrants this can profile your club or organisation as an inclusive club, with a wide reach across all sectors of your community.

- Extra capacity
- Increased membership
- Increased visibility of the club
- New skills sets, ideas, practices, creativity
- Demonstrating inclusiveness and openness
- Promoting Inclusion



**Helping others for the good of communities, individuals & society!**

*There are many different ideas about what volunteering is, some people understand volunteering in a formal way, others less formal and a part of life*

## **Benefits for my club (write below)**

1	
2	
3	
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8	

# Recruiting migrant volunteers

*When going through the recruitment process to attract new volunteers to clubs, it's useful to spend time thinking through some important questions...*

## **Why would someone want to volunteer for our Club?**

When recruiting new volunteers, it is helpful to understand why they are interested in volunteering with your Club. If you understand what their motivations are, you will know whether you can meet those expectations or not. For example, if someone is interested in volunteering with your Club to make new friends and they are given the task of updating the social media accounts from home, they are likely to lose interest after a short amount of time. However, if someone is really enthusiastic about a sport and keen to learn more the opportunity to avail of training courses will be very rewarding.

*"Regardless of background, few people come to a club seeking voluntary opportunities. Potential volunteers need to be asked or hear that you are actively looking for people."*

*Reference: Football Association of Ireland volunteering resource*

## **Do people know how to get involved?**

For voluntary positions, the recruitment process is often informal or via word of mouth. When seeking to recruit volunteers from diverse migrant backgrounds, it may be important to keep in mind that you may need to gain extra knowledge in this area. In your club why not draw up a list of the various information channels in your community for the people you would like to engage as volunteers with e.g. places of worship/prayer, community groups, social media, websites, local volunteer centre, colleges etc.

**KIC is a simple way to understand and think about some barriers and enablers to voluntary participation in sport.**

**Knowledge:** what knowledge do you currently have about the groups/individuals in your community that you want to engage as volunteers?

On the other side, what knowledge do people from migrant backgrounds have about your Club?

**Information:** how is information communicated to people/groups, through what channels, and in what format?

**Contact:** how will people contact you, will you run contact events, such as open days or are people invited to drop into the club at any time for a conversation?

Are there social contact opportunities that you can explore? For example could you run a club open day or evening? Are there cultural or social events that you could attend in order to promote your club and the opportunities you have available?

### ***Where to recruit?***

- Organisations working with migrants
- Ethnic shops and restaurants
- Universities, student unions, career offices
- Places of worship
- Ethnic schools and local mainstream schools
- Language schools & community language classes
- Ethnic media (press, radio, websites, blogs, social media)
- Ethnic Minority led organisations
- Volunteer Centers
- Refugee Hostels/Reception Centres

### ***Do people know what opportunities or tasks they are needed for?***

#### **ASK YOURSELF**

- |                                   |                                  |
|-----------------------------------|----------------------------------|
| What- will they do?               | Why- should they get involved?   |
| Who- are you looking for?         | How- will they contact you?      |
| When- are they needed?            | Other- expenses, transport, etc. |
| Where- will they be volunteering? |                                  |

### ***What are some recruitment strategies that clubs can use?***

Ask migrants who are already member of your club (e.g. as players) for advice and contacts, is often a good place to start. If your club does not already have migrants who are members, you might assign the recruitment to specific club leaders (at least two).

Ask yourself who are the migrant groups in your area and get advice from members of the groups about the best ways to approach, meet and communicate with potential volunteers/members.

Identify potential points of contacts or mediators/mentors in each migrant group but also specify the aim of club inclusion as the reason for your interest. Consider providing incentive and support for attendance where possible and where necessary.

Target and prioritise the training of migrant leaders as role models and include migrants in developing strategies to recruit others.

## **Do's & Dont's to think about recruiting**

<b>Do's</b>	<b>Dont's</b>	<b>Tick</b>
Consider who is going to be a point of contact for volunteers	Assume people know what your club does and how to get involved.	<input type="checkbox"/>
Use inclusive imagery on your website, in your publications and social media	Feel you need to know everything about every local group-you can learn and vice versa. Demonstrating a willingness to learn speaks volumes.	<input type="checkbox"/>
Include an inclusive statement in your advertisements- have leaflets ready - consider multilingual leaflets	Limit where you promote your sports club.	<input type="checkbox"/>
Organise open days or evenings	Limit who or which migrant groups might be willing to help promote or organise club open evenings or days.	<input type="checkbox"/>
Be prepared to ask parents to volunteer	Forget about talking to parents from diverse backgrounds already involved in your club, they may be willing and able to spread the word within a community.	<input type="checkbox"/>
Involve your existing migrant volunteers to act as ambassadors on behalf of your club		<input type="checkbox"/>
Welcome them warmly on the first day, offer a tour of the premises & appropriate induction/ training		<input type="checkbox"/>

## Retention and recognition

Keeping volunteers motivated and committed is so important for clubs and sports organisations. Recognising people's effort and commitment helps retain volunteers. What can clubs do to secure the inclusion of migrants? Plan to make inclusion a fundamental value of the club. Discuss and agree on policies and practices that will move the club from tolerance to inclusion (recruitment initiatives and communication policy for example). Get commitment of members to inclusion policy and practices to avoid flight and segregation. Develop inclusion award for members who mentor migrants.

*Here are some tips:*

<b>Top Tips</b>	<b>Tick</b>
Thank them and tell them how their work makes an impact in the community	<input type="checkbox"/>
Provide appropriate support and supervision	<input type="checkbox"/>
Create an open and welcoming atmosphere	<input type="checkbox"/>
Offer a trial period	<input type="checkbox"/>
Provide a "buddy" for new volunteers	<input type="checkbox"/>
Find out the national holiday of your migrant volunteer and celebrate their day, this works both ways	<input type="checkbox"/>
Publicise the volunteer efforts of your Club	<input type="checkbox"/>
Provide opportunities for training and personal development	<input type="checkbox"/>
Vary tasks where possible	<input type="checkbox"/>
Include them in meetings where appropriate – invite feedback	<input type="checkbox"/>
Provide opportunities for social interaction	<input type="checkbox"/>

## Screening and selecting volunteers

Organisations screen and select volunteers in order to try and ensure the right person is matched to the requirements of the role. Depending on the individual role this might include some or all of the following: role description, application form, interview/'chat', police check, references or a trial period. Most community based clubs do not have formal screening and selection procedures.

However, you do need to consider whether a potential volunteer has the skills and qualities required for the role or whether you are in a position to offer training. If you are not in a position to upskill or offer training say so at the start.

Reference checks are advisable when appointing any individuals to a position that involves close contact with children or vulnerable adults. A reference check will help you to assess the suitability of an applicant. Police checks are often mandatory in various countries across the EU for people volunteering with children and vulnerable individuals. Your National Sports Governing Authority/sport parent body will provide information and support about what you need to do to safeguard children.

*Tip: Volunteer Centres provide information & support on all aspects of managing volunteers*

## Volunteer recruitment and selection checklist

<b>Top Tips</b>	<b>Can do this?</b>	<b>Thinking about it?</b>	<b>Already doing?</b>
Appoint a volunteer coordinator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prepare volunteer role descriptions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Develop a recruitment and communication plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Implement the recruitment and communication plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Screen applications and select (shortlist) volunteers to be interviewed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conduct formal or informal interviews (chats) and select successful volunteers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where appropriate check references	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notify successful volunteers and set up a time for orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notify unsuccessful volunteers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Orientating volunteers

Orientation is the final step in the recruitment process. New members are welcomed to the Club and given details about their position, the day-to-day operation of the Club, a tour of the premises/facilities and introduced to key people. Taking up a new role is an important time for the volunteer and the Club and you play a critical role in this. Volunteers are making a transition from being an outsider to an insider or moving from a peripheral to a core position within a Club. New recruits cannot be expected to understand the requirements of their new position or how the Club functions on a day-to-day basis without orientation. For example, a newly appointed Coach needs to know where the equipment is stored, how to access it, what times the facility opens and closes what to do in case of an emergency and so on.

*A well designed orientation process does not need to involve a lot of time but it reduces stress on new volunteers, makes them feel welcome and may reduce the likelihood of turnover.*

## Orientaion checklist

Top Tips	Tick
Provide an orientation guidebook or kit, if you have one	<input type="checkbox"/>
Go over the Club's culture, history, aims, funding, members and decision-making processes	<input type="checkbox"/>
Introduce key volunteers and/or staff and outline the roles and responsibilities of these key volunteers and staff	<input type="checkbox"/>
Detail the roles, responsibilities and accountabilities of the volunteer in their new position	<input type="checkbox"/>
Familiarise volunteers with facilities, equipment, resources and the day to day operations	<input type="checkbox"/>
Explain and 'walk through' emergency and evacuation procedures	<input type="checkbox"/>
Provide copies of any recent newsletters, annual report or marketing/promotional material	<input type="checkbox"/>
Provide a copy of the constitution	<input type="checkbox"/>
Enter the name, address and contact details (including emergency contacts) of each volunteer into database (your database may only need to be an Excel spreadsheet).	<input type="checkbox"/>
If relevant, gather and file copies of qualifications and accreditation certificates	<input type="checkbox"/>

While the process of recruiting people from migrant or ethnic minority backgrounds will hopefully be rewarding for both volunteers and clubs/sports organisations, there may also be challenges and barriers. It's worth thinking about these beforehand so you are prepared, should these arise

## **Summary of challenges/barriers & opportunities**

**A lack of Information:** Lack of information on how to access volunteer opportunities with clubs or sports organisations may be a problem for some migrants. Conversely, clubs may have a lack of knowledge on how to connect with migrant communities.

### **Tips:**

- Contact local or national organisations that work with migrant communities or local, migrant- led organisations.
- Seek out popular social media platforms for the groups you want to link with.

***“Inclusion, overcoming the feeling of impotence: if different groups of migrants have one thing in common, it is often their shared experiences of social exclusion and discrimination. This is why they have so much more to gain from receiving recognition and appreciation, which in turn affects their self-perception. It is a chance they often lack within other social contexts.”***

*Reference : Camino Round Table Discussion about Migrant Volunteering in Sports held in Berlin in April 2015*

## **Misunderstandings about the meaning of volunteering**

As mentioned earlier in this handbook, people from other countries may have a different concept of what volunteering is and this can be a challenge. If for example, people perceive that volunteering might lead to paid work, they can be disappointed and become disillusioned if this is not the case. At the same time if people know that your club recognises volunteers and may provide letters of recommendation outlining their volunteering time, then this may motivate people to volunteer.

### **Tips:**

- Be clear about the voluntary nature of the volunteering opportunity. Say at the beginning if out-of-pocket expenses are covered or not.
- Explain what your policy and procedure is in relation to providing references or letters of recommendation. If you don't have a policy in relation to this consider whether you can provide references if volunteers have volunteered with you for a certain length of time.



## **Discrimination and Racism**

Concern about discrimination and racism can lead to a fear of rejection and put people off from volunteering.

### **Tips:**

- Be clear on your zero tolerance of racism in your club or sporting organisation. Outline a clear procedure for investigation and sanctions. Stay mindful of the impact of words.
- Make sure everyone in your club knows your clubs position on discrimination, makes sure everyone knows the legal position on racism in your country. Use anti-discrimination posters in prominent places (clubhouse, changing rooms or your web or social medial sites).
- Awareness training for your sports club can ensure that everyone in your club has their awareness raised and any questions answers. Training could include: anti-racism/discrimination workshops.
- **Do not ignore or tolerate racism/discrimination.**

## **Language and Intercultural Communication barriers-for some**

The level of language skills competency in the national language (and local dialect) will often impact on the person's confidence in asking for volunteer opportunities, even if they are highly motivated to volunteer. How we all communicate, understand cultural

*Womens run in Vienna*



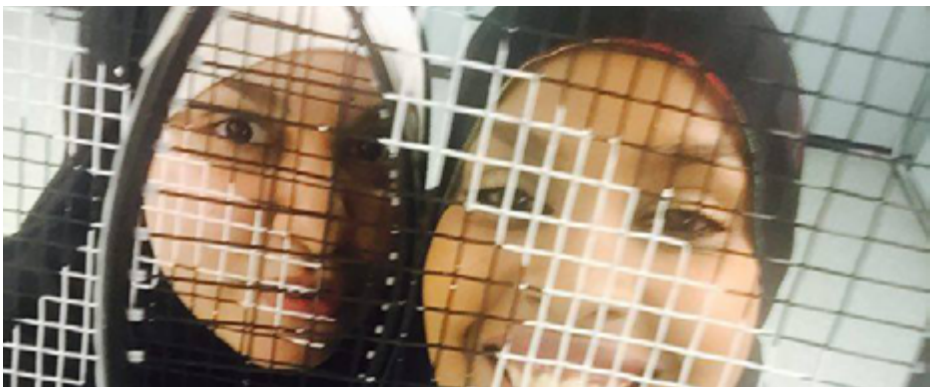
norms, such as what we find humorous or not, for example, is shaped in part by culture. Being aware of different ways of seeing things is helpful when trying to communicate across cultures.

**Tips:**

It is helpful to be patient, respecting the fact that people might view the same situation differently, always checking and asking questions if things are confusing, and using the written word in communication.

*Here are some further things to think about:*

<b>Do's</b>	<b>Dont's</b>
Speak slower, simplify your message and rephrase.	Avoid using acronyms idioms, colloquial expressions, slang or technical jargon.
Ask questions if something is unclear or to understand why someone behaved in a certain way.	Avoid using phone to explain complicated issues – text or email instead.
Be open, tolerant and respectful of diverse modes of expression.	Do not change person's name into its local language version unless the volunteer asks you to do so.
Educate your volunteers about basic national cultural norms: concept of time approaches towards hierarchy, attitudes around gender roles.	Do not assume the person is uneducated or inexperienced if s/he is not familiar with national or local acronyms or jargon or doesn't speak good local.
Build up your bank of intercultural knowledge – ask volunteers about their country of origin, customs, and basic facts.	



# Volunteer Portraits

## Volunteer Portrait



*Name: Antonio*

*Age: 37*

*Country of origin: Italy*

*Profession: IT Manager*

**When did you start your experience in volunteering in sport with migrants and refugees?**

In 2010.

**Why did you start to volunteer in sport?**

In general I was interesting in multiculturalism, in particular I met Liberi Nantes and it was a good occasion to know this reality.

**What has been the challenge for you?**

To fight against my own prejudice. We have convictions about Africa people gave from media, which distort the real facts.

**What do you enjoy most?**

The relationship with people.

**How do you manage be a volunteer with your professional and private life?**

In the job my company has a particular sensibility, so it allows me to take holiday when I have a particular engagement as volunteer. In private life I have to acknowledge to my family how important is what I do and how much passion I put in. To be a volunteer means also to "stole" time and priority to family, so it is important share and include them in what I do.



*Name: Cathy*

*Age: 47*

*Country of origin: Ireland*

*Profession: Health Care Assistance*

**When did you start volunteering in sport?**

2014

**Why did you start to volunteer in sport?**

Moved to the area and needed to get involved in something in the area

**What has been the challenge for you?**

The challenge for me was just getting involved and been accepted and learning new skills.

**What do you enjoy most?**

Everything interacting with the kids and seeing them laugh .and again I have learnt so much.

**How do you manage be a volunteer with your professional and private life?**

I make time in my profession to be a volunteer as I enjoy it so much.

**What would you say are the main benefits for people wishing to volunteer, especially those with a migrant background?**

I suppose the main benefits are to get involved not only as a volunteer they become a second family.

**How does the club benefit from having more volunteers?**

We always need more volunteers. We like to learn new skills and any input is greatly appreciated and the club would grow with more volunteers.

**What impact does reaching out to encourage more people from migrant background (including parents) have on the image of the club and on the community?**

I think it would be great to get more parents or migrants involved it would portray a great family image.



*Name: Jacob*

*Country of origin: Afghanistan*

*Profession: Trainee*

### **A short introduction on you**

I am from Afghanistan. I live in Berlin for four years now. I am a volunteer for "Champions without borders", a sport association promoting the inclusion of refugees. I volunteered as a coach for children from refugee hostels.

### **Why did you start to volunteer in sport?**

I love football and wanted to participate, so I started volunteering. I like to volunteer with different people and get to know them. And it is good to see people from a refugee hostel happy.

### **What do you enjoy most?**

I enjoyed to train these kids from diverse backgrounds and different countries and get them out of the refugee hostels, where they are bored and don't have much relief from the monotony. The coaches of our association "Champions without Borders" always work in tandems a coach with refugee background together with a German coach, both volunteers.

### **How do you manage be a volunteer with your professional and private life?**

I do an apprenticeship right now, that is why I don't have so much time, but I am present at the training sessions twice a week. I work as a cultural mediator and translator which means that I translate during the training sessions, I also counsel refugees, for example when they are looking for a job or an apprenticeship, when they want to open a bank account. People ask me, I translate and support them.



*Name: Abel*

*Age: 33*

*Country of origin: Ireland/Nigeria*

*Profession: Quality Assurance*

**When did you start your experience in volunteering in sport?**

In 2014.

**Why did you start to volunteer in sport?**

I wanted to get involved with the activities in the community and volunteering in sport was an opportunity to contribute to the development of our soccer club in the community.

**What has been the challenge for you?**

For me the challenge has been trying to understand the players, the different cultures and learning new skills that are needed to perform my duties as a volunteer.

**What do you enjoy most?**

What I enjoy the most is the atmosphere around the team and everyone involved. The interaction with everyone involved, the laughs the happy faces and to see the determination of everyone trying to develop the club.

**How do you manage be a volunteer with your professional and private life?**

My professional and private life is a very busy life but I manage to create time to be a volunteer because for me it has been an interesting and wonderful experience getting involved with the football club in the community, interacting with people from different cultures and I would like to see the organisation grow and their main goal and objectives achieved.



*Name: Shokat Ali Walizadeh*

*Age: 33*

*Country of origin: Afghanistan*

*Profession: Refugee Caretaker*

### **Why did you start to volunteer in sport?**

Together with other refugees from Afghanistan I founded in 2010 the association "Neuer Start" (new start) in Vienna. The aim of the association is to support young refugees from Afghanistan in their integration process in Austria.

### **What is your association doing?**

The club is not only offering activities in sport but also dealing with upcoming challenges regarding status, bureaucracy, language or workshops.

### **What do like most about volunteering for your association?**

For four years I organise our regular big football tournament with migrants and Austrians. At the last edition we displayed an exhibition called "From Kabul to Vienna". In addition to football we offer various other sporting opportunities such as Kick Boxing.

### **What are your wishes for the future of your association?**

I had the possibility to join the ESPIN project in one national workshop in Vienna and there I got to know a lot of other similar projects but also the official sport bodies. There we saw we have similar wishes and needs. For example we plan a volleyball tournament and strongly are looking for cooperation with existing clubs and capacities for trainings. The sport bodies already signalized their help - it would be really great if this works out!



*Name: Julia & Alexa*

*Charge: Board member of the football club "Kickerinhas e.V." & coach of "Kickerinhas e.V."*

*Country of origin: Germany*

### **Why did you found a women soccer club?**

We are a small soccer club with 50 members, all with different backgrounds. We have two women's teams: one team for absolute beginners, and one for more advanced players. We have all played in other soccer clubs before, but we have seen how difficult it sometimes is to be heard and have our say in male-dominated clubs. This was the main reason for us to found our own soccer club in 2011.

### **What does volunteering mean for your club?**

In our club, we want everybody to participate. This is why, for example, we change the managing committee every year, to encourage the shier among our members to take over leadership responsibilities. We want to combine soccer and civic activism.

### **What were your latest activities?**

We organized a soccer tournament against racism and trained girls from a refugee hostel in a village close to Berlin. The girls had a lot of fun playing soccer with us. Unfortunately, some of them were deported together with their families, and others moved away. It was our goal to integrate the remaining girls in a local club, but the soccer club in the village told us that they only want members with German citizenship. However, we managed to find a club in the neighboring village where the girls can play regularly. For now, we still organize a chauffeur service for them. We would need a lot more resources to integrate refugees in local clubs.





*Name: Tchawo Serge Ngagnang*

*Age: 25*

*Country of origin: Cameroon*

*Profession: Informatic System*

**When did you start your volunteering experience in sport?**

In 2015.

**Why did you start to volunteer in sport?**

Because I wanted to meet new people and I believe volunteering is good for integration.

**What has been the challenge for you?**

It a new environment for me with different country different culture and language barrier.

**What do you do as a volunteer?**

I am player and assistant coach for the African Stars FC.

**What do you enjoy most?**

Its a good atmosphere. I enjoy meeting and getting to know new people and I enjoy going to training.

**How do you manage be a volunteer with your professional and private life?**

Now I am out of work and looking for job in my professional field. So I have more time for my volunteering activities. But if i found a job I would still make time for my volunteering activities because i have many friends in the team and I enjoy working with them.

**What would you say are the main benefits for people wishing to volunteer, especially those with a migrant background?**

The African stars belong to Human Rights Organization so if a volunteer joins the team the Organization can support him or her in legal issues. They get free access to train with good facilities and make new friends.

**How does the club (African stars FC benefit) from having more volunteers?**

They represent the club in football tournaments and official conferences. They also help in taking care of the sport equipments.

**How do you reach out to encourage more people from migrant background?**

We post adverts on International Universities with high migrant population, We encourage registered volunteers to invite their friends.

# About the ESPIN Project

The overall vision of the project European Sport Inclusion Network - Promoting Equal Opportunities of Migrants and Minorities through Volunteering in Sport (ESPIN), is to involve those who are at risk of social exclusion. The under-representation of migrants, their exclusion from positions of authority and the lack of advancement in non-playing positions is an open secret in European sport. Against this backdrop the ESPIN project aims to increase sports participation and the inclusion of migrants by promoting equal

access to organised sport.

Organised sport across Europe is based to a very large extent on volunteering. Therefore, an important step towards the participation of all social groups in sport, is to improve the access of migrants and minorities through volunteering. ESPIN's key objective is to increase migrant volunteering through the establishment of equal partnerships and training of mainstream sport organisations.

## ESPIN is designed to produce the following results

**A)** to generate evidence-based knowledge about the situation of migrants and minorities in European sport regarding access, participation and volunteering; and to make use of that knowledge to develop a European quality framework to increase volunteering and equal opportunities of migrants and minorities in sport clubs.

**B)** to capacity-build and empower migrants and ethnic minorities to challenge exclusion and discrimination and harness their role as volunteers (coaches, administrators, referees etc.) in sport clubs.

**C)** to develop educational tools and raise awareness among sport stakeholders about issues of exclusion and discrimination and ways to improve social inclusion in sporting organisations.

The ESPIN project is a collaboration of NGOs and sporting organisations from seven EU countries including the Football Association of Ireland (FAI), Camino (Germany), the Italian Sport for all Association (UISP), Liikkukaa (Finland), Mahatma Gandhi Human Rights Organisation (Hungary), the Portuguese Players Union (SJPF) and the Fairplay initiative at VIDC (Austria) as the lead organisation.

## Contact

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Des Tomlinson  
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Football Association of Ireland  
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Abbotstown, Dublin 15, Ireland  
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Tel: +353 1 8999 571  
Mob: +353 86 859 0524  
www.fai.ie

# Helpful contacts

## ESPIN Project Partners

### Austria:

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Email: fairplay@vidc.org  
www.fairplay.or.at or www.vidc.org

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2000240 Helsinki  
Tel: +358 50 9180 021  
Email: info@liikkukaa.org  
www.liikkukaa.org

### Germany:

Camino – Werkstatt für Fortbildung,  
Praxisbegleitung und Forschung im sozialen,  
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Email: mail@camino-werkstatt.de  
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### Hungary:

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www.gandhi.hu

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### Italy:

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Email: l.mousa@uisp.it  
www.uisp.it

### Portugal:

Sindicato dos Jogadores Profissionais de Futbol -  
SJPF  
Rua Nova do Almada n.º 11, 3º Esq. 1200-288 Lisboa  
Tel: +351 21 321 95 90 - work  
Email: opportunity@sjpf.pt  
www.sjpf.pt

## Volunteer and refugee organisations

### European Volunteer Centre (CEV)

www.cev.be

### Volunteer Ireland

www.volunteer.ie

### Aito Comissariado para as Migrações

(High Commissioner for Migrations)

Tel: +351 808 257 257

www.acm.gov.pt/inicio

www.acm.gov.pt/contactos

### Conselho Nacional para a Promoção do Voluntariado

(National Council for Promotion of Volunteering)

Tel: +351 300 510 500

www.voluntariado.pt

### Conselho Português para Refugiados

(Portuguese Council for Refugees)

Tel: +351 21 831 43 72

Email: geral@cpr.pt

www.cpr.pt

### Austrian Integration Fund

Portal for volunteers, immigrants and refugees.

www.wirsinddabei.at

## Clubs/Sports Organisations featured in this publication

Merlin Woods Community Football Club  
Galway, Ireland

Sport Ireland

www.irishsportsCouncil.ie

Champions ohne Grenzen e.V. (Champions without Borders)

Berlin, Germany

www.championsohneGrenzen.de

Kickerinhas e.V., Berlin, Germany

www.kickerinhas.de

Liberi Nantes

“XXV APRILE” - Via Marica 80, 00158, Rome, Italy

Email: info@liberinantes.org

### National Volunteer Center

http://www.oka.hu/cikkek/about-us

## Other Sports Anti-Discrimination Organisations

Show Racism the Red Card

www.theredcard.ie

Football Against Racism Europe (FARE)

www.farenet.org

European Non-Governmental Sports Organisation (ENGSO)

www.engso.eu

# Glossary

## Definitions

Migrants are people who move temporarily or permanently to live in a place which is different from which they were born. Sometimes this movement may mean people move from their country to live in a different country (In some EU countries also the descendants of immigrants are referred to as migrants).

The movement can be voluntary, meaning people make a choice to move, usually for study, work or convenience. In these cases there no compelling factors.

### There are different kinds of voluntary migrants:

- (a) Skilled and business migrants: people who move within the internal labour markets of transnational corporations and international organisations, or who seek employment through international labour markets.
- (b) Temporary labour migrants: people who migrate for a limited period of time in order to take up temporary or seasonal employment ·
- (c) Irregular migrants: people who enter a country without the necessary documents and permits.
- (d) Returning migrants: people who return to their countries of origin after a period living in another country
- (e) Other times people have to move because there are compelling factors that threaten their lives or family security. In these latter cases we say that the movement is involuntary.

### There are usually two types of involuntary migrants:

- (a) Forced migrants: people forced to move due to external factors, such as environmental catastrophes, war or development projects. This form of migration has similar characteristics to displacement that cause people to be refugees.
- (b) Family Union/Unification members: people, usually spouses and children, sharing family ties joining people who have already migrated under one of the above mentioned categories.

## Myths that we must be mindful of

In view of the many categories of migrants and the negative images associated with forced migration, when speaking about migrants there are a number of things to be aware of.

**Migrant does not mean refugee.** Refugees are people displaced from their homes, usually because of conflicts, disaster or threats to their lives.

**Migrant does not mean illegal.** People who are in the country illegally are called irregular migrants.

**Migrant does not mean different colour.** In every country today there are citizens of different colours.

**Migrant does not mean unemployed.** While it is true that many migrants are seeking employment, many people also have moved because they have been already offered employment.

## ***Inclusion of Migrants in and through Sports – A Guide to Good Practice***

VIDC (ed.) 2012, Vienna, 28 pages.

Free electronic download from [www.sportinclusion.net](http://www.sportinclusion.net) or order your free hard copy from: [fairplay@vidc.org](mailto:fairplay@vidc.org)

## ***References***

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GHK (2010a): Volunteering in the European Union – Final Report. [http://ec.europa.eu/citizenship/pdf/doc1018\\_en.pdf](http://ec.europa.eu/citizenship/pdf/doc1018_en.pdf)

GHK (2010b): Study on Volunteering in the European Union – Executive Summary. [http://ec.europa.eu/citizenship/pdf/doc1020\\_en.pdf](http://ec.europa.eu/citizenship/pdf/doc1020_en.pdf)

A path to integration-migrants volunteering in the community toolkit. Published by the International Organization for Migration Mission in Ireland. [www.iomdublin.org/programmes/the-give-project](http://www.iomdublin.org/programmes/the-give-project)

Dr Livingstone Thompson Living Cultural Solution [www.culturalsolutions.ie](http://www.culturalsolutions.ie)





## Funders



Co-funded by the  
Erasmus+ Programme  
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