

Welcome



FRIEDENSKREIS
HALLE e.V.

über 25 Jahre engagiert
für Gewaltfreiheit



**International longterm voluntary services
with Friedenskreis Halle e.V.
in Halle and surrounding**

Dear (future) volunteers: We are glad you are interested in doing a voluntary service with us!

In this booklet you will find information about Friedenskreis Halle e.V., the service with us, (life in) Halle and Germany and some advice for preparation.

We very much hope this helps you to feel welcome and comfortable.

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1 Friedenskreis Halle e.V.

Why an introduction to Friedenskreis Halle e.V.?

Within an international longterm voluntary service, there are three main actors: the volunteer, the sending organisation and the place of assignment, where practical work takes place.

There might be a fourth organisation: a coordinating organisation.

For the region of Halle and surrounding, Friedenskreis Halle e.V. (FKH) operates as coordinating organisation for 10 to 16 voluntary services each year.

We take care that the services run smoothly: we take care for administration and funding of the services, mediate between the volunteer, the place of assignment, the sending organisation and other actors involved in the services and we guide and support the volunteers before, during and after their services.

So for the service we coordinate in Halle and surrounding, other actors may and do differ, but in each of these services it is us who take part as well. So that's why we would like to introduce us.

How to get to know us?

For some first impressions have a look at the following pages. Further you are invited to have a look at the homepage and join one or more of our email-distributors such as “fk aktiv” and “fk angebote”.

Once in Halle, you are invited to participate in activities of FKH such as workshops, discussions, manifestations or events of the association itself such as the Mitgliederversammlung (meeting of members of the association), FKH-Treffen and FKH-Wochenende (meetings of members of the association, people working at the office and friends of FKH on different topics).

Last but not least, you are always welcome to visit us at the office. We have a common lunch from Monday to Friday around 12.30 a.m. ;)

Friedenskreis Halle e.V.

Friedenskreis Halle e.V. ("Peace Circle Halle r.a.", r.a. = registered association) is a non governmental organisation in the field of peace politics and peace education located in Halle, Germany.



Background and goals

The experience of the non-violent political changes in 1989/1990 in eastern Germany and eastern Europe, awoke the hope in many people, that a society without violence, a Germany without military and a world without war could become possible. These goals brought together people from different citizen initiatives of Halle in 1990 in the Friedenskreis. In 1991 the association was founded.

Contents

We have a dynamic understanding of peace. We do not understand peace as state of affairs, far-off goal and not just as the absence of war. To us peace is a path towards a cooperative, fair and non-violent living together in diversity by which self-fulfilment and freedom of each individual become possible.

Basic themes and guiding values of our work are: active non-violence, constructive as well as civil conflict management, living democracy, transcultural diversity and global justice.

Organisation, Structure and Offers

The work of the association is supported by paid staff and volunteers as well as public/project funding and donations/sponsoring.

The association works in three areas:

1. *peace politics*: actions, campaigns, exhibitions, presentations, lectures and workshops next to local and regional networking
2. *Peace education*: own workshops, seminars and trainings in Halle, the region and abroad in cooperation with local to international partners next to mediation of offers and trainers
3. *Peace services – international voluntary service*: consultation and information for interested persons and organisations; as well as hosting, sending and coordinating within the programs „weltwärts“ and „European voluntary service“

Next to and within these areas we host structure- and model-projects:



Last but not least we are operating the peace library Halle.

Have a look at: www.friedenskreis-halle.de
(still almost only in German; but there are ways to understand it ;)

2 Being volunteer with Friedenskreis Halle

2.1 International longterm voluntary service

Idea and organisation

Idea ...

The term international longterm voluntary service refers to the engagement of a person out of free will, non-paid (although rewarded with an allowance), long-term and full time in a project abroad, conducive to the public good.

Volunteers are an enrichment for the organisation they work at (place of assignment). They may or may not be a practical support in ongoing activities. But they always bring new ideas, perspectives and methods and thus possibility for development into the place of assignment.

Volunteers should perform additional tasks. They should not replace an employee. In practice, unfortunately, the boundaries at times seem blurring. Even in a rich country as Germany, most organisations working in the social and/or civil society sector, thus the sector where volunteers usually engage themselves, face difficulties in financing themselves sufficiently. In consequence, organisations are not able to carry out all the activities respectively offer all the opportunities they consider necessary for a high quality. The support by national and/or international volunteers is thus very welcome and actually needed. The motivation to act as place of assignment within an international voluntary service thus might comprise – next to dominating motives such as interest in a (cultural) exchange and fresh energy or interest in offering learning opportunities to young people and the own team – the need for additional support.

We watch out that volunteers keep being “an extra”.

At the same time please be aware: Volunteers are “an extra” ... who make “extras” possible. In other words: The standard work of the place of assignment should be possible without you as well, but because of volunteers as you places of assignment can carry out extra activities the users of the places of assignment are looking forward to. So as volunteer you have a high responsibility as well – towards the team and the users.



So a voluntary service is about giving and receiving – for volunteers as well as places of assignment and their users.

It is our all responsibility that the balance is kept.

... & organisation

Regarding the organisation of an international longterm voluntary service, there are mainly two points of interest to mention here.

First, as already mentioned, there are **different partners** involved: **The volunteer**, the **sending organisation** (responsible for selection, preparation before, support and pedagogical accompaniment during and follow-up after the service) and the **place of assignment** (responsible for practical voluntary work). There **might be a fourth partner, the coordinating or hosting organisation** (responsible for administration and accompaniment of all partners). In voluntary services with FKH in Halle, **we act as coordinating organisation**.

Second, voluntary services **cost a lot of money.**

As orientation: In the cycle 16/17 there were totals costs of about 14.000€ for each service.



Friedenskreis Halle operate via two funding programs: the EU program “Erasmus+” of the European Commission (European voluntary service, EVS) and the German program “weltwärts” of the Bundesministerium für wirtschaftliche Zusammenarbeit und Entwicklung (BMZ, engl. ministry for economic cooperation and development) (developmental voluntary service “weltwärts”).

(see: [European Youth portal](#) for EVS and [weltwärts-homepage](#))

The funding programs cause differences mainly on administrative level. Regarding the design of our services, we try to make as less differences as possible.

However, both **programs do not cover all costs** caused by the services (e.g. weltwärts only finances 75% of total costs and next to that there is a limit that not corresponds with reality). That means FKH is dependent on further funding like donations and sponsorship.

Other than most volunteers going abroad and some volunteers coming to Germany with other organisations, **FKH-volunteers coming to Halle in principle do not have to contribute financially.** (There might be situations where volunteers do have to pay something, but these situations are all avoidable, thus situations in which volunteers did not keep to agreements).

As compensation we expect volunteers to contribute to fundraising activities of FKH e.g. by participating in events, fairs etc., contributing to public relation work through blogs, reports and similar (s. ch. 9.2) and/or initiating own fundraising activities.

2.2 An international longterm voluntary service with Friedenskreis Halle. A learning & peace service



Some of those experiences are good, and some of them not so. But you are learning and in that process of learning you discover a new world inside yourself and you deal with new YOU; some way better than before.



In general, international longterm voluntary services are conceptualized as **learning services** – for all partners.

Learning involves the acquirement of specific skills as well as personal/institutional development. Learning must especially involve transcultural learning and learning about Europe (EVS) or global relations (weltwärts). Learning takes place by practical, instructed and reflected work at the place of work as well as guided reflections taken care off by the sending organisation and us (seminars and meetings). There should be a balance of giving and taking between all partners.

Specifically, international longterm voluntary services with Friedenskreis Halle are conceptualized as a **peace service** as well.

First we understand learning from each other, especially transcultural learning, as one building block of peace. Further, we want you to get involved in civil society in Halle (and – after your service – back home). Finally it is important for us that you occupy yourself with the question of 'what does peace mean to me?' 'What makes my service a peace service?' You will receive input by us, e.g. through the contents addressed in seminars and meetings, the upset of the service, issues of daily life we organize in a certain way and this booklet.

Examples for the conceptualization as learning and peace service:

(a) The upset of a service with us. The service involves¹:

- preparation and follow up with sending organisation before and after the service (might be in form of seminars)
- practical instructed work at place of assignment, reflectional meetings with your mentor
- accompanying seminars (25 days) and meetings (1-2 / month)
- reflectional accompaniment by your sending organisation through talks, reports, etc.
- reflectional conversations with FKH: on seminars and meetings, on meetings with other volunteers and with your mentor at your place of assignment (2-4 / year).
- learning goals (s. ch. 8.3)
- acquisition of German language (s. ch. 6.3)
- developing and implementing one or more small project(s) related to your service (s. ch. 8.1)
- being busy with local civil society (s. ch. 8.2)
- regular reporting about your experiences (on our homepage, at fundraising and similar activities, to sending organisation)
- We want you to take self responsibility. If there is something wrong: try to fix it alone, first. We will support you.

(b) During seminars, we will always address peace related issues.

(c) Last but not least, we try to (let you) put the idea of peace into practice in your daily life. Some examples:

¹ Regarding "normal" weekly structure (outside seminar days): You are supposed to carry out a full time service. That equals to 35-40 hours a week in Halle. Of these 35-40 hours, 30 hours a week is practical work at the place of assignment (inclusive reflectional meetings with your mentor). Another 5 to 10 hours a week is reserved for service related activities: acquisition of German language, own project and engagement in civil society.

Please be aware; There might be exceptions to this model within EVSI!

We aim at creating your bank account at the GLS bank or at the Ethikbank, two of only three German banks who do not invest in non-peaceful areas (such as: dangerous to the environment, related to military, neglecting social standards etc.) and who are transparent in their activities.

www.ethikbank.de / www.gls.de

If that's not be possible, we create the account at Sparkasse, a bank that at least acts local.



In apartments hired by us directly, we provide you with “green” energy, produced through renewable energies (wind power, solar equipment) since it is less harmful to the environment than conventional energy production (nuclear, coal). Further we expect you to save energy and water and separate your rubbish.

For travel to and back from and within Germany we ask you to travel by bicycle, train and bus (instead of plain and car).

At seminars we try to provide you with products that are fair, eco and/or regional and we provide vegetarian meals only. We do encourage you to try to purchase and eat in a similar way.

Hints to follow all these requests are given to you in this booklet. Thanks for cooperation!



Have a look at our [mission statement](#) on our voluntary services.

You can find it on our Homepage under:

[Friedensdienste>Being Volunteer in Halle](#)

2.3 Some further remarks on the service

Here are some further remarks on the service. They are aimed as a help for the decision whether you want to volunteer – at all and with us. And at the same time they are aimed as some kind of guiding thoughts for your year once you decided to be a volunteer with FKH.

“My voluntary year in bullet points”

Great things that can happen to me or that I can experience:

- new people, places, movies, styles, ways to celebrate and spend leisure time...
- a clearer, realistic picture about society, system, everyday life, achievements and problems in Germany
- ... and my home country!
- ... and being able to communicate that and thus add a new perspective on my country and Germany to the common one
- breaking prejudices
- one (or two) new language(s)
- practical knowledge in a (new) field of work, experience systems/ways of work
- ideas, methods, knowledge, skills for engagement
- live on my own
-

Challenges and difficulties, I may face:

- ... all that is listed as “Great things”
- Having to do one and the same task every day (boring routine)
- no or few space for own projects/activities/ideas
- users that do not respond to my initiatives
- status of being volunteer: outside & inside, that qualification is not seen, ...

- money
- homesickness, not surrounded by the known
- feel lonely or not understood
- conflicts at poa, in flat, with your friend at home
-

What may I take for my life from all these experiences:

- Getting to know myself – who am I, my strong & weak sides, my own inner resources, my needs, what I like, what I don't like
- Maturation... feeling and acting more adult, overtaking responsibility for my actions, thus becoming a reliable person with whom others want to interact
- Developing frustration tolerance
- Broadening my horizon, enriching my scope
- learn: “yes, I can!” ... to stand for myself in a constructive way

Your voluntary service is going to be what you make out of it!



When people ask me how it is to be a volunteer for one year, I always say that it depends on you. Basically it is a very difficult question. Why? Because every personal experience, has a different story. We are 11 volunteers and each of us has his own personal story, perception and experience.

Mach es dir nicht so einfach!

Since a service is not only fun and nice moments, but sometimes boring and being outside of your comfort zone you should take into considerations all the pro's and con's, think about it carefully and mindfully and take your decision self-responsibly. Depending on your personality you may experience moments of crisis, hard times. What we are sure about is that you may get valuable rewards from this experiences, even though you may not see it immediately. In the end there is the chance to grow, learn a lot of things useful in your life.

Do's and Dont's ... or what we expect from you

- **Responsibility** towards **sending organisation** (they need information to accompany you!), **place of assignment** (team and users count on you!), **FKH** (we also need information ... and your support for our work) and **yourself** (it's your chance to experience something great & to make a difference!)
- Get/stay **independent**: try to work on problems, questions etc. self, first (maybe with the help of others) ...
- ... but **communicate** when there are things you can not solve. Don't come up with issues when it is already too late.

Please keep in mind: You are an adult person. And: Most other people moving to another environment and/or working and/or living on their own (first time) have less support than international longterm volunteers. So as involved organisations we accompany you in an integrated and comprehensive way. But not in the sense of an all inclusive-service-agency-network, but in the sense of: shaping good framing conditions for you to act on your own.

Last but not least two kind advices:

1. Make use of all the offers you get: from peer-mentors, FKH, poa, sending organisation, others ... and thereby try things new to you! ...
2. Travelling home: Many did ... and regretted not having visited other places. And homesickness might be even worse after.

Lejla, 2016-2017: "Personally speaking, this program helped me a lot to develop my skills starting from communication with others and language skills as well. All this experience helps a volunteer to become independent and know how to handle things by himself."

Ornela, 2016-2017: "For almost a year before I started my volunteer work at Friedenskreis e.V. (Germany) I volunteered in Bosnia. So, before I came to Germany I had an idea what it means to volunteer. Based on that I had my expectations for Germany, that were wrong. I believed that there would be a casual "work" atmosphere, without many rules and regulations. Germany, in that sense is different from Bosnia. At the beginning of my work in Germany I was a bit confused, first and foremost by the seriousness of the work itself. Luckily I had the opportunity to talk to some of the young German people that have explained to me that volunteer work in Germany was basically real, serious work. Realising this I adapted, changed my opinion and took the work seriously."

Isena, 2016-2017: "It begins with "Hallo"... and at the end of the day comes "tschüss". During this normal day, you learn about your weaknesses, about yourself, sometimes you do it right sometimes not, but it is essential to know that is a process of learning of children, of learning of yourself and in the end... to become a better you."

Nina, 2015-2016: "Bevor ich nach Halle gekommen bin, hatte ich Erwartungen in erster Linie hinsichtlich der Sprachverbesserung. Jedoch kann ich jetzt auf viel mehr stolz sein, nachdem ich durch das Engagement im Friedenskreis sogar einen eigenen Workshop entwickeln konnte. Dieses persönliche Erfolgserlebnis als Workshop-Leiterin und alles was ich im Bereich „Frieden und Konfliktbearbeitung“ gelernt habe, habe ich meiner Tutorin Agnes zu verdanken, die mich selbstlos und hingabevoll durch den Vorbereitungsprozess geführt hat."

3 Become a volunteer with Friedenskreis Halle

You consider to become a volunteer with Friedenskreis Halle? Great!

- Please read this booklet carefully, especially ch. 1, 2, 5 – 8 and our [mission statement](#).
- For information about the types of voluntary services we offer check the [European Youth portal](#) for EVS and www.weltwaets.de/en/ for the weltwärts-service.
- For more information about the places of assignments we coordinate a service at, please have a look at the profiles for each place of assignment on our homepage
- Last but not least, on our homepage you find lots of [reports](#) of actual and former volunteers of FKH in Halle (and abroad).

Depending on the type of service (EVS or weltwärts), there are differences in who may apply and how application takes place.

Please check the handout Please check the handout ["Become a volunteer!"](#) and actual announcements on our homepage.

We are looking forward to your application!

4 Preparation

4.1 Visa



If you need a visa, please prepare well!!!²

International volunteers should apply for a national D-VISA.

The German government labels the following **reasons** as acceptable for participating in an international volunteer service in Germany: Enhancing competences/skills, Individual live planning, engagement, cultural openness, supporting the vision and mission of hosting organization / place of assignment.



You therefore should be very clear about your aim of doing the service, you should know your place of assignment and be familiar with the vision and work of them and of FKH Further you should have a clear vision or – even better – a concrete plan for your live after the service in Germany. You will need to show that you want to be

engaged back home and in what way.

Language skills: Visa applications from international volunteers have been rejected on the basis of lack of language skills. However, we were advised that a letter from the place of assignment confirming the current level of language skills is sufficient should be enough. Nevertheless, the volunteers should document any language courses taken and should be aware that language study is part of the service.

² Friedenskreis Halle supports the campaign „[VisaWie? Gegen diskriminierende Visaverfahren!](#)“. (VisaHow? Against discriminatory visa-practices!)

Documents for visa application (bring 2 copies and the originals):

Required:

- application form
- passport
- contracts (for weltwärts: at least “BFD Dienstvertrag”, helpful “Zusatzvereinbarung” and “Activity Agreement”; for EVS: “Activity Agreement”)

Helpful:

- motivation letter (= answers to the questions likely to occur in the interview; see below)
- documentation of language preparation
- invitation from Friedenskreis Halle e.V. (and – for weltwärts – BMZ-Begleitschreiben)

Interview: In addition visa applicants will be interviewed by the embassy. Following questions might be asked. It is suggested to practice this in advance (if need be via skype with us).

- Why do you want to volunteer? What does volunteering mean to you? Why do you volunteer within EVS/weltwärts program?
- Why do you want to volunteer in your place of assignment? What will you be doing? (Prepare yourself to explain that for these activities you don't need special qualifications or German language.)
- Why do you want to volunteer with FKH?
- How does it fit with your livelihood plans? (Prepare yourself to explain the connection between what you did up to now, your plans after returning and the service.) **This point is VERY important: You have to make clear that you want and will (!) return home.**

4.2 Certificate of good conduct

All volunteers working with kids need a (extended) certificate of good conduct without any entries. Please organize that in advance.

4.3 Vaccination

There is no legal obligation for any vaccination in Germany.

However, there are recommendations.

So finally it is up to you to decide and take care for.

Advised by the state:

http://www.rki.de/DE/Content/Infekt/Impfen/Materialien/Downloads-Impfkalender/Impfkalender_Englisch.pdf

Advised by places of assignment where volunteers work with children:
Tetanus, Diphtheria, Pertussis, Measles, Mumps, Rubella, Polio.



4.4 Information on/from Germany

- Handbuch „[Tatsachen über Deutschland](#)“
- [Deutsche Welle](#)
- German media (s. 7.1. as well)
- Talk to people from Germany!



Keep in mind: There is no “one” Germany – it's as diverse as your home region. And: there are differences – but also lots of similarities!

Maybe you want to take notes once in Halle: “*What surprised me much in/about Germany?*” We would be very interested in that!

4.5 Learning German

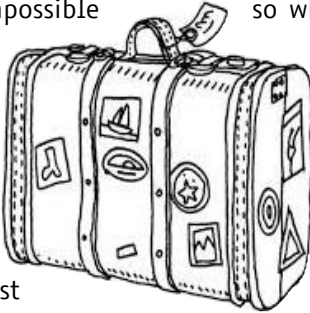
Start learning German at home. The more you know when arriving, the easier. There are lots of people in Halle, also in the places of assignment, who do not speak English!

Tips about learning German – at home and in Halle

- Start with vocabulary. Grammar comes later.
- Online language course: <https://www.duolingo.com/>; www.dw.de/deutsch-lernen/deutschkurse/s-2068
- use a bilingual App
- set your mobile, laptop... on German
- read easy German books, German children books, books in German you already know
- watch movies/series in German, for the start: with German subtitles
- make use of German media (online): radio, TV, news (s. ch. 7.1. for links)
- use extra language learning offers
- search for a tandem, e.g. at university (international office)
- talk talk talk ... at poa, on the street, in flat, to peer-mentor
- join 1000 German whatsapp groups
- answer emails of FKH in German
- prepare meetings, events by searching for vocabulary
- practice small talk: everyday another small question (what did you do this morning? What do you think of your desk? ...) asked to everybody you meet that day
- name items in your environment (put post-it on them)

4.6 Packing list

Packing for a holiday can be difficult. Packing for a year can be nearly impossible so what you need is a packing list. We don't



expect you to take everything on the packing list, it's a list of ideas, only. It's a good idea to over pack at first, and then get rid of unwanted items. As eco-minded people don't throw your things away - donate them.

Last but not least be aware: You can buy nearly everything in Germany as well, even "regional" items as Indian spices. We do live in a globalized world. And due to power structures in that globalized world, some items are quite (too) cheap here in Germany.

The Essentials

- PASSPORT! – never, ever forget your passport
- Tickets
- contracts & certificate of good conduct
- Health and travel insurance papers (if applicable)
- Money: cash or debit/credit card (about 100-200€)
- International drivers licence (if you have one)
- Copies of all important documents (next to that scan them and send them to yourself by email. So in case something gets lost, you still have copies of your documents available.)
- Prescription medicines (if you take any)
- Contact list / emergency card
- Cool things from home to share in Halle

Clothes

For summer (up to 35 degrees) and winter (up to – 20 degrees). For sun, rain and snow (waterproof jacket, gloves...). For work and free time.



Toiletries



A spare pair of glasses and contact lenses (if you wear them), sanitary towels/tampons, toothbrush (with toothbrush cover), toothpaste, floss, shampoo/conditioner, deodorant, soap, razor, hair-dryer, flannel, cotton buds, nail clippers / file, tweezers, hair bands etc.

Medical Kit

plasters, bandages, safety pins, antiseptic wipes, ibuprofen/ paracetamol, inhaler (if you're asthmatic)



Gizmos and Gadgets



MP3 player, camera/video camera (+ batteries, memory card, films, cables, tripod), mobile phone, notebook, USB stick, plug adapter (if you need one), watch, ...

Other

travel towel, sleeping bag, ear plugs, travel pillow/squish-tie pillow, playing cards, Swiss army knife, duct tape (for minor to major repairs), bin liner (for wet clothes or as an emergency rain cover), pen and paper, diary / journal (you never know if you're going to be the next Che Guevara), waterproof cover for bag, tea bags (a taste of home...)

5 Halle



Halle (Saale) is a mid-sized city (about 230 000 inhabitants) in the federal German state Sachsen-Anhalt (Saxony-Anhalt).

Geographically it is located roughly in the middle of Germany, politically it belongs to Eastern Germany (the former GDR).



www.halle.de/en/Home/

Halle is a vivid University-City with (for a mid-sized town) lots of bars/café's and a broad cultural life (theatres, cinema, concerts, lectures, projects, parties, exhibitions). Further there are lots of possibilities for recreation, e.g. in the parks along the river Saale and at the lakes near to Halle.

At the same time it is a city with the typical problems of a former GDR city like high unemployment and poverty rates and massive population decrease (mainly by emigration of young people).

Politically Halle (as the East of Germany in general) is marked by a high polarity. Next to a vivid civil society, you find a high acceptance towards right positions in the population.

Demographically, the East of Germany stays a region with relatively low proportion of people with migration biography.

5.1 History



... is very long and quite interesting!

- “[Halle – a town packed with history](#)” on the website of Halle
- Visit the Stadtmuseum Halle: Große Märkerstraße 10 | Tue – Sun: 10:00 – 17:00

5.2 Weather



Luckily, Halle is a city where it does not rain as often as in many other German cities. Nevertheless, remember to bring warm clothes! It can get really cold in the winter and stormy in autumn. So prepare for sunny days as well as for snow and rain.

Use www.wetter.com for information about the upcoming weather.

5.3 Main sights



- We do not have to mention here since they will be shown to you by lots of people anyway ;)
- Flyer “[Halle in one day](#)” by the Tourist information office. What's missing in that is the quarter “Neustadt” - the biggest socialist block city in Europe.
- Visit main sights before coming here: <http://www.halle-tourismus.de/service/virtueller-rundgang/>
- Try to discover places not mentioned in the official flyers ... make use of alternative city tours!
e.g. the [FKH Tour WAR.PEACE.HALLE?](#)

6 Daily life

6.1 On arrival



Next to orientation, there are some administrative things to do at the start of the service. Best to do this together with your peer-mentor or another German speaking person (when arriving individually – otherwise it's part of the on arrival phase anyway).

First of all: Make sure your name is written on your post box!
Open all letters directed to you or to “the tenants of the flat”.

Mobile phone

Former volunteers usually bought themselves a prepaid card by Aldi (supermarket): www.alditalk.de.



For registration you need Internet. Plan some time for the procedure.

Registration

You have to be registered as citizen of Halle. As result, you get a “Meldebestätigung” (registration certificate).

Place: Bürgerservice-Stelle, Marktplatz 1, 06108 Halle

You have to make an appointment: [online](#) (confirm by clicking on the link they will send you by email):

Documents needed (bring a copy and the original of each):

- passport & visa
- tenancy agreement
- contract(s) & Dienstbestätigung

If you move, you have to **update** your registration within 14 days.

At the end of your stay you have to **unsubscribe** at the same office.

Steueridentifikationsnummer

After registration, you receive your **Steueridentifikationsnummer (Tax ID)** (might be that this is only the case for weltwärts volunteers).

From weltwärts volunteers, we need to know that number – otherwise they have to pay taxes! So please make sure you tell us the number as soon as possible.

This number is your tax-ID for life ... you will need it, when you once want to come back to live in Germany.

Volunteers, who already lived (and worked) in Germany thus already have such a number. If that is the case for you and you are weltwärts volunteer: search for that number before you come to Halle (you will not receive that letter). If you can't find it you will have to go to the “Finanzamt” once you are here and ask for the number. Only you can do that – nobody else may do that for you.

Place: Finanzamt Halle (Saale), Hallorenring 10, 06108 Halle (Saale)

<https://finanzamt.sachsen-anhalt.de/waehlen-sie-ihr-financeamt/finanzamt-halle-saale/>

GEZ letter

Also after registration you will receive a letter from the “GEZ” (Gebühreneinzugszentrale) asking you for the “Rundfunkbeitrag”. That's a licence fee for public-service broadcasting such as TV (like ARD/ZDF/MDR/Arte) and radio (like Deutschlandfunk, MDR). The idea of that fee is, to ensure that public media stay independent regardless which party rules. There is quite big discussion on that fee, however.

In that letter they ask you to pay that fee. But: We as FKH already pay that fee for the apartments we hire as whole. So as soon as you receive that letter, tell us your “Beitragsnummer” so we can communicate that fact with the GEZ. If you do not communicate that number to us, it might happen that you have to pay that fee.

Volunteers living with guest families: Please show that letter to them. They will know what to do.

Since we pay that fee anyway, but also because the quality of German public-service broadcasting is quite good, we would really appreciate if you use the public-service broadcasting as source of information and entertainment ;)

For those who want to know more, there is an English [flyer](#) on that fee:

Opening of a bank account

Either you just go to a “Sparkasse”. Or you open an account at “GLS-Bank” or “Ethikbank”. This has to be done online:

- go to the Homepage of [GLS Bank](#) or – if you are older than 27 – [Ethikbank](#); search "Junges Konto" (GLS) or "Girokonto eröffnen" (Ethikbank), registrate, fill out the form and print it
- take the registration and your passport to the next post office (e.g. Joliot Curie Platz). There you will be "identified" to confirm that you are a real person and entitled to open a bank account
- the post will send your application to the bank and they will in return send you your card, your pin (in different letters) and password etc. for online banking

As soon as you know your account details: tell them to us!



As mentioned, we prefer to send you to „political correct“ banks. The advantage: it's a “better bank”. Only disadvantage: There are not so many ATMs where you get money free of charge: only at “Volksbank” or “Raiffeisenbank” (e.g. at the market place) and “Spardabank”. You get money at all other ATMs as well, but you have to pay a fee.

Make sure you cancel your account before leaving Germany!

Visa extension (if applicable)

Some of you need a “Aufenthaltstitel” (residence title for specific purposes) to get to and stay in Germany. Those of you who did not get an (entrance)visa for the whole service period need a “Aufenthaltserlaubnis” (residence permit) for the time after the visa expires. You have to apply for that within the time your visa is valid.

Place: Ausländerbehörde, Am Stadion 5, 06122 Halle-Neustadt | Tram 2, 9, 10, 11 – station „Schwimmhalle“.

Better to make an appointment: [online](#) (confirm by clicking on the link they will send you by email) or by telephone: 0345-2210

As far as we know, you may go there without appointment as well. Opening hours: tue 8am - 6pm, thurs 8am – 3:30pm, fri 8am – 12am. Be there at least 1h before opening! And: You will need lot of patience!

Documents needed (bring a copy and the original of each):

- [application for visa extension](#) (to be filled out in advance):
- photo
- passport + current visa
- Meldebestätigung + tenancy agreement
- contract(s) & Dienstbestätigung
- insurance documents

For volunteers, visa extension is free of costs (says some law). But not all people at the Ausländerbehörde know about that. So you have to tell them.

(All things you have to do at the city: www.halle.de > Verwaltung > Online Angebote > Online-Dienste > T ([Terminvereinbarung](#)) resp. Verwaltung > Online Angebote > [Dienstleistungen](#))

Health insurance (only weltwärts)

Since weltwärts volunteers count as “employers” somehow, they have to be enrolled into a gesetzliche Krankenkasse (GKK, statutory health insurance).

We enrol you in advance via the office, but upon arrival you have to enrol personally once more. For this you have to go to the GKK we enrolled you at – at the moment, that's TK (Techniker Krankenkasse).

TK Halle: <https://www.tk.de/service/app/2024976/filiale/detail.app>

Place: Kleine Steinstr. 5, 06108 Halle

Opening hours: tue+thurs 8:30 to 18.00, mo+wed 8:30 to 16.00

Documents needed (original is enough):

- application (form [online](#)) + photo
- passport
- Meldebestätigung + tenancy agreement
- contract(s) & Dienstbestätigung

After enrolment, you will receive your insurance card (a plastic card) by post. Please tell us as soon as your card arrives. This card you take to the doctor / hospital etc. (s. ch. 11.3).

At the end of your stay you have to **unsubscribe** (after you did so at the city registration).

Certificate of health (Gesundheitszeugnis)

All volunteers working with kids need a certificate of health by the public health department (Gesundheitsamt). You receive that after a video-instruction (90min; in German only ... so go there with some German speaking person). We will organise an appointment.

Place: Niemeyerstraße 1, room 2.08

Documents needed (original is enough):

- passport
- Meldebestätigung
- contract(s) & Dienstbestätigung

6.2 Finances

Two general remarks:

1. As already said, the budget is tight. We can not finance all we would like to finance respectively finance it at a standard we would prefer³. If we increase spendings on one point (whether planned or not planned) we have to save at another one. So all points having to do with money (that is: “all”...) have to be understood as “approximations / averages and/or aims”. They are subject to change (depending on the funds we managed to raise and as result of discussions).
2. Please be aware: The procedure of paying and what in detail is paid for is a little different between the programs EVS and weltwärts. We try to make conditions as equal as possible.

According to your activity agreement your **accommodation** and **health insurance** (s. ch. 11.3) will be paid. You further have an accident and a third party insurance⁴. Regarding mobility, you will either get a ticket for **public transport and/or a bicycle** (s. ch. 6.6) Moreover, we will pay you **German language support if needed** (s. ch. 6.3).

Next to that you will receive **pocket- and food money**. We will pay the amount budgeted in the EVS program. Actually (2018) that's 4€/day = about 120€/month pocket money and 246€/month for food.

³ So for deciding on the standards we offer, we orientate at legal minimum standards, at minimum standards within (inter)national voluntary service programs (here we are far above for some points) and at groups comparable (especially: students and families with low / medium income). We decide together with partner organisations.

But also be aware: Of what counts as low / normal / high standard, may vary individually. We often experienced that volunteers have a different perception depending on there sometimes quite idealized picture of “rich Germany” and on what counts as standard at home. Germany is a rich country, but that does not mean that all people and institutions are “rich”. Further richness may show different in different contexts.

⁴ So if you cause a damage (that includes: damages in the flat or to the bicycle and if your keys gets lost) contact FKH.

Regarding the money for food we need to make some clarification: The idea of that money indeed is to provide you with means to nourish yourself. If you need more or less than 246€/month (about 8€/day) to do so, you either have less resp. more pocket money. Since the food money is aimed at providing yourself with food, it is not paid for seminar days with (full) board. In other words: we will subtract 8€/seminar day from your food money.

The way we make that adjustment is different between the programs:

- EVS: Here we pay the 246€ each month. In months with seminar days you will have to pay back the mentioned 8€/seminar day to FKH.
- Weltwärts: To make the monthly payment more easy, we calculate the seminar days and thereby the to be subtracted food money for each volunteers cycle in advance and spread that money over the whole year. In other words: we adjust your monthly amount of food money in account to the number of seminar days of your service. Since not all days will have three meals, we calculate $20\text{days} \times 8\text{€/day} = 160\text{€/year} =$ (about) 13,50€/month. So instead of 246€/month we pay $246\text{€} - 13,50\text{€} = 232,50\text{€/month}$ food money.

6.3 Language support

We will support you in learning German as much as we can. We have a total language support budget of about 150€ per volunteer per volunteer cycle.

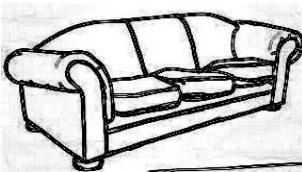
In the majority of cases we will organize a German course for those of you who need a course within that language support budget and try to find additional organized opportunities to learn German. We reserve ourselves the right to decide together with the partner organisations and the places of assignment how



exactly we spend the language budget, that is whether we indeed spend the same amount of 150€ for each volunteer or whether we shift money within the total language support budget to support those more, who face more difficulties in learning the language up to a level necessary for the service.

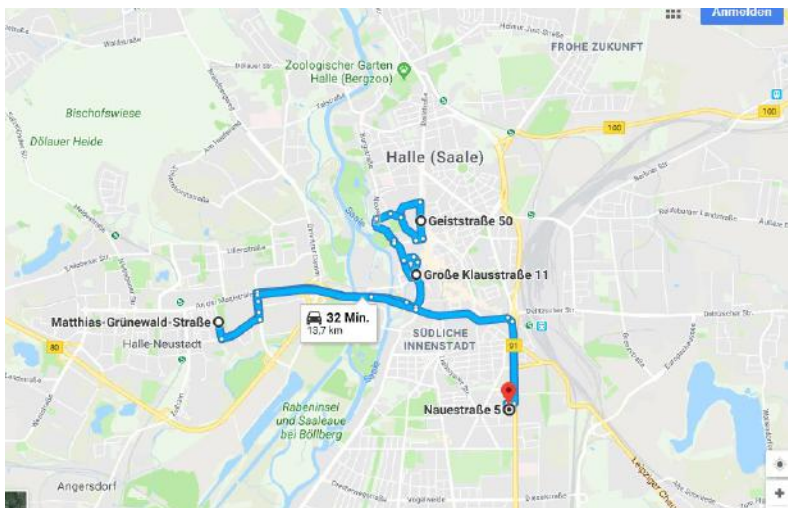
We collected some tips in different meetings with volunteers on how to learn German.!(s. ch. 4.5).

6.4 Living



We will provide you with accommodation. Either you live with a guest family, in a shared flat with other volunteers in apartments rent by us or in shared flats with people from Halle.

In 2018, the shared flats we rent are located in the centre (Geiststraße), Halle-Neustadt (M.-Grünewaldstr.) and Lutherplatz-Viertel (Nauestr.).



Depending on the accommodation, there are different regulations. In any case you have to sign a sublet agreement. Read that carefully!

Points to mark at: We provide you with a place to stay and basic furniture (bed+bedding, closet, something to sit on, kitchen appointed with cooker + fridge + dishes, bathroom)⁵.

But you are the one living there, so you are responsible to make you feel at home, but also for cleaning and taking care for little damages (e.g. replacing a broken bulb). Please treat the flat, the fittings and the furnishing carefully.

Before you leave

We ask you to clean everything in detail (including the windows, the furniture and all equipment in the kitchen) at the end of your stay. Please take all your personal belongings with you and ask us if you want to leave furniture you have bought. The flat should look as if to be returned to the living company (but with furniture). The next volunteer should feel welcome and home right from the beginning.

Smoking:

Please don't smoke in the apartments rented by us.

In other contexts: ask the owner(s)!



Internet



We can not guarantee that there is Internet at the place where you live. That's a question of money ... but also of infrastructure. Germany is a development country regarding internet infrastructure ;)

But: We will provide you with free access to Internet – if not at the place where you live, than at FKH office. Therefore you have to sign an Internet declaration. Read it carefully!

⁵ A washing machine may or may not be part of the equipment. If there is no washing machine at the place where you live, we provide free access to one – either at your place of assignment or at the FKH office.

Main points: We provide you with internet for communication and research ends, not for amusement (although, you may use it for that). Therefore Internet in the flats, if provided, has quite low data transfer volume. The manner of using should consider these.

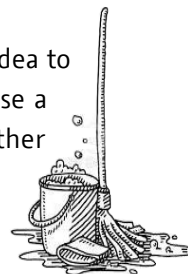
In all cases you have to pay for all extra cost resulting from your internet use. You are not allowed to use the internet for activities non legal or against FKH values.

Cleaning

Please clean frequently – but at least in the end of your stay and (if you live in one of “our” apartments) before a new volunteer arrives. Domestic appliances have to be cleaned regularly. If there is a washing machine at the place where you live, you have to clean the sieve after 10 times washing!

If you live together with others, you may find it a good idea to share these tasks and create a cleaning plan or to choose a fixed day in the week/month when you all clean together (then it's definitely more fun!).

The best place to buy articles concerning hygiene/ cleaning etc. are the so called “Drogerien” (next to that, they sell eco food). There are various Drogerien in Germany. We would like to point at “dm” (e.g. close to Marktplatz), being the one with the highest social and environmental standards. They have an ecofriendly brand called “denk mit”, which sells cleaning things for the bathroom and toilet, kitchen and so on.



Heating / Water / Energy

We ask you to save water, energy and heating out of two reasons: environmental and financial.

The environmental reason should be enough already.

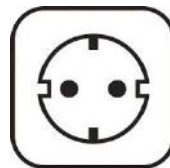
However, we want to explain the financial reason as well: In Germany the “Nebenkosten” (“additional costs” for heating, water, energy, insurance etc.) constitute a main part of the rent. E.g. for the rented flat we pay 380€ “Kaltmiete” (just the empty cold flat) + another 300€ (!) for additional costs. This is a lot money. We can only go on caring out these services if we manage to keep the costs low. So although you do not have to pay a rent, please be sparingly in your consumption!

Be aware: If your consumption level is far more than anticipated, we will ask the difference of you. And: We will check consumptions levels regularly!

Heating: The rule is: First the pullover, then the heating! Only turn on the heating in winter or when it is really cold outside. In our calculating, we expect heating months to be november till march; october and april only in hard times. Since flats are good isolated, normally you do not need to put the heating on maximum. When you open the window, leave the flat or go to bed, turn it off. Also remember to air you room frequently (at least once a day) to avoid mould.

Water: Showering instead of taking a bath. Please keep times reasonable (5 to 10min). Washing up and personal hygiene not with water running. Laundry only when the washing machine is full.

Energy: Turn off electric devices when leaving the room (no stand by!), cook only with pots and pans covered, turn off the light when leaving the room.



Thank you very much!

Rubbish

You are asked to separate your rubbish. The reason for doing so is to save resources and stop polluting the environment by masses of “rubbish”, since most of it (glass, plastic, paper, organic) can be recycled (= used again). Again, there is also a financial reason: to motivate people to separate their garbage, in Germany, you do not pay for rubbish that can be recycled, but only for “Restmüll”. For some “garbage” you even get money back!

Deposit Bottles and glasses: For plastic and glass bottles and glasses marked with a little symbol you get back a deposit when you bring them back to the supermarket.

Glass: has to be separated into white, brown and green and to be brought to containers located near the apartment



Plastic/packaging, paper, organic: They all have their own garbage cans marked by different colours (plastic/packaging = yellow, paper = blue, organic = brown) located in front of your apartment.

Restmüll: This should be the smallest part of the garbage! You have to put it in the black garbage can, located in front of your apartment.

Again: Thanks!






6.5 Food

There are lots of bars and restaurants serving food, under which more and more with vegetarian/vegan food. But be aware that it is quite expensive.

So you will have to cook if you don't want to eat bread & Müsli only! ;)

Where to get food?

- Tapped water is safe (if not declared differently), tastes great, is cheap and better for the environment. 
- “Wochenmarkt” at Marktplatz, each day except sunday: fresh food. More regional and seasonal than in a supermarket.
- Organic shops: Geiststraße, Reileck, Markt ... Have a look at the [Flyer](#) on eco/fair/regional Shopping 
- supermarket chains: Edeka/ Rewe/ Lidl/ Netto... 
- “Asia Markt” und “Spätis”: quite cheap, “exotic” food
- Drogerien (we suggest dm): quite cheap biological products
- There used to be a food sharing community in Halle. It is a platform where you can offer or get food for free. The goal of this concept is to avoid wasting food and to create an awareness upon sustainability. Keep eyes open whether they or similar projects turn up again.
- Enter the buffet at parties, workshops, public events ...
- ... or grow your own food ... There are some in communal gardens e.g. at Postkult

If you want to cook, but don't know what... you may ask your guest family, colleagues, co-volunteers or peer-mentors or you may take a look at the following pages with recipes (there are lots of vegetarian/vegan receipts included):

<http://www.squidoo.com/studentfood>; <http://studentrecipes.com/>;
<http://allrecipes.com/>; <http://easyrecipes.com/>

6.6 Transport

Transport within Halle & surrounding

Walking ;)



Bicycle

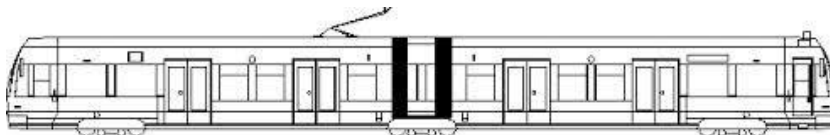
We try to provide you with a bicycle to move in an eco friendly way. But be careful that you do not get stuck in the tram rails and be aware that Halle counts as one capital for bicycle-thievery. So always (!!!) attach your bicycle (the frame of it) to something fixed and take it into your cellar if you are out of Halle more than three days. If it gets stolen and you ignored these rules, you will have to substitute it. Please clean it from time to time and take care for smaller damages (e.g. light etc.) so following volunteers also have the pleasure.



If it is broken: please repair as far as you can. There are several DIY workspaces, where you can repair using materials that are there and asking for help:

- [Postkult](#): wed 4-6pm, Torstr. 31 /Böllberger Weg
- [Rad und Tat](#): mo-sat, Reilstraße 126
- there were plans to have one at the poa Grüne Villa

Public transport (ÖPVN – Öffentlicher Personennahverkehr)



Halle's public transport is run by the HAVAG (Hallesche Verkehrs AG):

<https://www.havag.com/>

The surrounding's public transport system (incl. regional trains) is integrated into "MDV-network" (Mitteldeutscher Verkehrsverbund):

<https://www.mdv.de/>

- You need a **valid ticket** (few exceptions). Using public transport without and being caught costs 60€.
- Depending on the type of ticket and where you purchase it, you have to **validate the ticket upon entering** the medium of transport ("clock in" at special machines).
- You can buy tickets at a HAVAG service centre (e.g. at market place or in the main train station) or at one of the vending machines at most of the stations or in the tram / bus.
- Within Halle, you need a ticket for the zone "**201**". For going to the surrounding, you need zone 201 + the zone(s) you want to go to and the zones you will cross to get there.
- For **bicycles you have to get a** (reduced) "Kinderkarte". Only if there is place: strollers and wheelchairs have priority.

Ticket option 1: Single tickets

You need a full ticket. There are three types with different validity:

- "Normal": 1h for 1-zone (more time for more zones). Within that time you can use all public transport in the zone as often as you want. Exception: Exactly the same way as return.⁶
- "Kurzstrecke" (short way) (cheapest option): 4 stops (within 1 zone) in the same medium of transport (no change, thus)⁶
- "Tagesticket" (day ticket): 24 hours. Within that time you can use all public transport in the zone you bought as often as you want. (makes sense from on 3 "normal" trips).

Ticket option 2: Monthly, weekly and yearly season card

You may take the reduced ticket⁷. It's valid for one week/month/year. Within that time, you can use all public transport in the zone you bought as often as you want.

⁶ You can either buy 1 ticket or a cheaper "4-Fahrtenkarte" (bunch of 4 tickets).

⁷ To do so, you need a card to proof that you are a "Auszubildende" (person in formation). You get that card at the HAVAG centres. You have to put a photo on it, fill in the months of your service and it has to be stamped by us or your poa.

Regulation regarding payment of public transport/offering a bicycle:

We would like to give a bicycle AND a season card to all volunteers the whole year ... But we can not. Its simply too expansive. But you have to get to your voluntary work without costs. So whether and how we pay the costs for transport and whether and what kind of bike we offer, depends on the distance between the place where you live and your place(s) of assignment:

1. For volunteers who can reach their poa in 30min of walking or less (1 way), we do not refund transport costs.
2. For volunteers who can reach their poa in 30min of cycling or less (1 way), we refund public transport costs in the “winter”.⁸
3. For volunteers having an even longer way we refund a HAVAG yearly season card.

You first have to pay the tickets/cards and than we refund it to you (Reason: We need the originals for accounting with the program. And by this it's more likely we get them.) For refunding, take the ticket(s)/card(s) together with the form for accounting (you will receive from us) to FKH (post box). Please collect tickets/cards until the amount of about 40€.

⁸ “Winter” is not very precise. Better would be to speak of: Times, when it's dangerous or just too unpleasant to go by bike (minus degrees or very cold + very wet) ... The decision of what counts as such days is up to you and up to us. There are lots of people (also at FKH) who use the bike the whole year ... And lots of who do not. As some orientation: In the past volunteers usually took (weekly/monthly) season cards for december to february and single tickets before and after that time depending on the weather

Please be aware: We only refund the transport costs to get to your poa. So if you are not going there for some time in a row (vacation, illness), do please not buy a season card valid in that time. **Please always calculate for the upcoming time what is the cheapest option:** single tickets or season card (and which one: day / weekly / monthly)? ... And: You are free to abstain from using public transport so we can use the money for other ends ;)

Transport outside Halle & surrounding

There is a useful website which collects offers and compares prizes of buses, trains and car sharing agencies for your chosen route the chosen day: www.busliniensuche.de

Out of political reasons we recommend trains ;)

Train – Deutsche Bahn (DB): www.bahn.de

They take you about everywhere in Germany and some trains are very fast in doing so (e.g. 1 hour to Berlin).

If you book a ticket in advance, it can be quite cheap (Sparticket) – even in the fast trains.



Furthermore there are lots of [special offers](#), e.g. Hopper-, Länder-, Quer-durchs-Land- and Wochenendticket, which account only for regional (not so fast) trains. These tickets are cheaper the more people you are (up to 5). Even though you are travelling alone, you can still write an offer on the car sharing agency websites (see below) and get to know new people while sharing the ticket.

Be aware: these offers are a lot cheaper at the vending machine at the station or online than at the counter!

Buses might be a cheaper alternative. But for longer travels it may take a lot longer.



Further you can use one of the **car sharing agencies**, e.g. www.mitfahrzentrale.de, www.blablacar.de

Last but not least: **Hitch-Hiking** is allowed in Germany, and in general safe. But you are not allowed to disturb traffic through hitch-hiking. And please be thoughtful with whom you step into a car.



7 Free Time

7.1 Media

TV: We do not provide you with a TV – but the public (and somehow “better”) channels are online anyway. So instead of watching films on Youtube in your mother tongue, have a look at:

- ARD: <http://www.ardmediathek.de/tv>
- ZDF: <http://www.zdf.de/ZDFmediathek/>
- ARTE: <http://www.arte.tv/>

For news: The ARD has a very good news portal: www.tagesschau.de

Radio: We try to provide you with radios. But also radio can be listened online. Next to private senders, there are a lot of public ones:

- Deutschlandfunk: www.deutschlandradio.de
- the MDR-Group (MDR Figaro, MDR Jump ...): <http://mdrkultur.radio.de>; <http://mdrjump.radio.de>

Finally, there is a local DIY radio (you may also join...): RADIO CORAX on 95.9 or <http://radiocorax.radio.de>. Here you have lots of local and political information and alternative music.

Newspapers: In Germany there are quite a few independent quality nationwide newspapers, more left ones being “[taz](#)” and “[Frankfurter Rundschau](#)”, more conservative “[Süddeutsche Zeitung](#)” and “[FAZ](#)”.

For Halle and surrounding there is only one daily local newspaper, the “[Mitteldeutsche Zeitung](#)” (MZ). The quality of that paper varies, but it’s good to read to get some local news and to practice German.

Here again there is a local, alternative DIY version: [TRANSIT-MAGAZIN](#) (you may also write for and use to announce your events!)

Newspapers can be read for free at the city library, some projects e.g. S.C.H.I.R.M., the “LINKE Laden” (Geiststraße) and in most cafés (when consuming). And online.

Library: There is a public library in Halle (Hallmarkt, Neustadt) where you can lend German (and English) books, films and magazines. It is very cheap (around 10€) to get a library card.

<http://www.stadtbibliothek-halle.de/stadtbibliothek/Startseite/>

7.2 Going out

Regarding the size of Halle, it has lots of offers. Next to the “[High-Culture](#)”, you have lots of alternative offers and nice [places to linger](#).

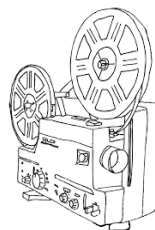
Halle Pass: With the “Halle Pass” you get reduced access to cultural events (theatre), museum, adult education centre courses (Volkshochschule), the zoo, open air baths and more.

You can find the document for your application on the official homepage of Halle (www.halle.de). Search for “Halle Pass A”.

Information: “Vitamin B” (B = Beziehung = relations: ask people of Halle where and when to go) or

- <http://www.halle365.de>
- <http://www.kulturfalter.de>
- free magazines you find in lots of pubs (Zachow, Frizz, Aha...)
- [TRANSIT-MAGAZIN-Kalender](#)

Cinemas: Next to the big commercial cinemas, there are a few communal cinemas showing movies and documentaries, sometimes with discussions, often originals with subtitle: [Luxkino](#), [Puschkino](#), [Zazie](#)



Theatres: e.g. Halle Opera House, Neues and Thalia Theater, Puppentheater (www.buehnen-halle.de), Steintor Variete (www.steintor-variete.de) and small, non-professional theatres.

Concerts/Clubs/Parties: changing frequently, here some lasting ones:

- Reil 78 – Reiltraße 78 www.reil78.de
- Objekt 5 www.objekt5.com
- VL – Ludwigstraße 37 www.ludwigstrasse37.de
- Peißnitzhaus www.peissnitzhaus.de
- Hühnermanhattan www.huehnermanhattan.de
- Goldene Rose <https://de-de.facebook.com/GoldeneRoseHalle>
- Hasi – Hafenstraße 7 <https://hafenstrasse7.noblogs.org>

... and lots of students parties (see the info boards at the university!)

Bars and Cafes: some “Kneipenstraßen”: Kleine Ulrichstraße, Reileck, Ludwig-Wucherer-Straße and Steintor

Parks, gardens, water: Botanical Garden of the University, Peißnitz Island (all along the river Saale, with beach at the Rive-Ufer!), Galgenberg, Heide (Forest), Raben-Insel, Hufeisensee or Heidensee for bathing in summer ...



Projects: There are lots of projects to have fun, meet people and at the same time to be busy with some questions of civil society, e.g.:

- Küfa (Küche für alle – kitchen for everyone): A nice opportunity to meet other people and to eat healthy, cheap and vegan food. Meals for a huge group against donation and there is the opportunity to join the cooking. e.g. tue 8pm at VL, thur evening at Hasi and and sun 7pm at Reil 78.
- Stadtgarten, common public gardening, e.g. Glaucha, Torstr. 31, www.postkult.de/?page_id=875; Heide-Nord

Shopping

In Halle you find all big chains you can think of, but we encourage you to shop in the retail sale since that accounts for more variety and often better working conditions. Main shopping spots: Leipziger Straße and Große Ulrichstraße.



Especially we want to point at:

- Umsonstladen: store where you get things for free, e.g. clothes, furniture, Böllberger Weg 5 (opened: mo, wed, fri 16:00 – 19:00, tue/thu: 10:00 – 13:00). You may also bring something there.
- Second Hand stores, e.g. “Flodders” (Geiststraße 9) for furniture, Resales (Große Ulrichstraße) for clothes, ...

The idea behind these stores is – next to save money – to avoid that things have to be thrown away even though they are still intact.

Further we want to encourage you to try to shop fair (although it is more expensive and often not easy), e.g.:

- Weltladen: Fair Trade articles, Rannische Str. 18
- [Flyer](#) on eco/fair (and regional) Shopping in Halle

For free: One way to find things, mainly furniture, for free is to look for skip refuse (“Sperrmüll”). People can call a special garbage truck to pick up their old furniture etc. The evening before they place all these things on the street, so be fast!

Another thing is to look out for “Umsonstkisten” (cartons places on the street with things to take away for free).

Last but not least you may check on “ebay Kleinanzeigen”.

8 Own project, Civil Society, Learning goals

8.1 Own project



Additionally to your voluntary work at your place of assignment you should develop and implement one or more own small project(s) related to your service.

We would really welcome projects related to peace policy, Europe or global relations. That might be whatever you can think of: a lecture for kids, parents or other members of

your place of assignment e.g. about your service, your home region, your experiences in Halle or something else, a radio show, a press article, an exposition, a guided tour through the city with a certain focus e.g. traces of your home region in Halle, a play, stickers, ...

We only have one condition: By implementing the project it should become clear to others that the project has been developed within an international voluntary service with FKH. And we would really appreciate if you provide us with something to keep (something for the homepage; one version of your product...).

How to create a project?

- Ask your mentor / peer-mentor for help
- Make project management one topic at the mid term training or at meetings with other volunteers
- attend a project management seminar in Halle – regularly offered e.g. by the [Freiwilligenagentur Halle-Saalkreis e.V.](#) and the Medienkompetenzzentrum in Halle
- In the FKH library we books on project management

Might be, that we will create one common project for all volunteers...



8.2 Civil Society

Since you are doing your voluntary service with FKH, an organization of civil society busy with peace, we welcome the idea that you occupy yourself a little with the (local) civil society – and here especially with peace politics. By this, you also get a deeper insight into Halle / Germany ... and its relation to the world.

... as rough guideline, we thought about 2h a week ...

Civil society, in very short, is the space next to or between market, state and family where interests of (parts of) the society are articulated and fought for in a democratic, especially non-violent way. It's the realm of non-governmental organizations, projects and initiatives of citizens using their citizen's rights.

It's the realm where we fight for a better world ;)



More information:

- Youtube clips about civil society in [GERMAN](#) and [ENGLISH](#)
- Wikipedia [GERMAN](#) and [ENGLISH](#)
- European History Online [GERMAN](#) and ENGLISH

Politics for us, briefly, means ideas and activities regarding the living together of people – within a family, a school class, a community, a country or the world. Politics is thus not only connected to the state / paid politicians / parliament and government. It is (or better: should be) an issue for everybody.

Thus peace politics – for us – comprises a lot. To give you some ideas:

- themes and activities in connection with the guiding values of FKH (s. ch. 1.1), opposite key worlds being some “antis” (anti-militarism, anti-violence, anti-racism, anti-sexism etc.)
- further, and though not core area of FKH, very important: themes and activities in connection with the protection of the environment, animal protection and social justice

Since we operate via “Erasmus+” and “weltwärts”, we want to point at “Europe” and “global relations” as two special areas of interest.

Occupy yourself with civil society for us means:

- inform yourself on actors, topics, positions and activities of worldwide, German or local civil society (follow news, read / listen to articles, attend lectures / workshops, ask, notice flyers ...)
- inform others, join discussion
- participate at demonstrations and similar events
- vote where ever you are allowed to do so
- engage yourself in (local) groups and projects



Do only things you feel prepared for. As minimum we expect the first.

Whether you keep yourself busy with the same topic / group etc. the whole time or whether you switch them, is up to you.

How to find information and events to attend and participate?

- Check on the internet
- Ask your peer-mentor, mentor and other persons. Most of them are engaged somewhere.
- Read the emails that reach you via FKH and similar
- Follow (local) news (s. ch. 7.1)
- Look around in the city; often you find (wild) posters and flyers stuck to lanterns and the like

How to find a field of engagement?

- ... similar
- There is a special organisation taking care for connecting volunteers with projects: the [Freiwilligenagentur Halle-Saalkreis e.V.](http://www.freiwilligenagentur-halle-saalkreis-e.v.), office: Leipzigerstraße 82 – go there and get advised!
- Finally, following some ideas, to be amended by you ;)



Who?	What?
Friedenskreis Halle e.V. www.friedenskreis-halle.de	See ch. 1.1.
Solidarity City Halle https://solidarity-city.eu/de/city/halle-saale/	The city belongs to all!
DGB – Deutscher Gewerkschaftsbund – Jugend (syndicat) www.halle-dessau.dgb.de	anti-racism, working rights. Round table meeting (monthly), Action Days
Linksjugend www.linksjugend-solid-halle.blogspot.de	Working for left emancipatory utopias & democratic socialism
BBZ Lebensart – www.bbz-lebensart.de/CMS	Sexual identity & diversity. Engagement Schmiede, newspaper, radio, empowerment group
Postkult e.V. www.postkult.de	Art and culture, integration, reusing vacant buildings for social use. Stadtgarten, Umsonstladen, Events.

Who?	What?
Radio Corax and TRANSIT MAGAZIN.(s. above)	Free, non-commercial local radio. Topics and music.
Reil 76, VL, Hasi (s. above)	Subcultural, social & political venue. Living project, pub, antifa, concerts, Küfa workshops. demonstration
Peißnitzhaus e.V. www.peissnitzhaus.de	cultural activities for families & children, environmental education, reconstructing the Peißnitzhaus
NABU Naturschutzbund www.nabu-halle.de	Nature, land&scape & animal protection.
Greenpeace Halle www.halle.greenpeace.de	Environment, energy, climate change, agriculture. Actions.
Tierschutz Halle e.V. www.tierschutz-halle.de	Protection of animals and animal rights. Education and information.
Amnesty International www.ai-campus.de	Human rights, mainly asylum. Activities: radio, publicity campaigns, charity & educational events.
No Lager Halle www.ludwigstrasse37.de/nolager	Refugee & asylum seeker rights. Visits to refugee camps, campaigns, demonstrations and information.
LAMSA (Landesnetzwerk Migrantenorganisationen Sachsen-Anhalt e.V.) www.lamsa.de	Integration of migrants. Consultation and qualification of migrant organizations. Education for children and adolescents with immigrant backgrounds.
Medinetz www.medinetz-halle.de	Medical care and Political work for medical help for “paperless” residents.
Halle gegen Rechts – Bündnis für Zivilcourage www.halle-gegen-rechts.de/	Antiracism

8.3 Learning goals

In one year I am able to ... I know about ...

A voluntary service is a learning service. Therefore we should look at your learning goals. They should be connected to all aspects of a service, not only the voluntary work at the poa and there might vary between skills, knowledge and experiences.

We will support you in defining learning goals for the service and look at them during the service.

Start thinking about: In one year I am able to ... I know about ...

In one year I am able to ... I know about ...
Lernziele | learning goals

1. Welche Lernziele (m.a. 5) möchte ich im Ende meines Freiwilligenjahres erreicht haben?
Wanted to achieve my goals (m.a. 5) What learning goals (m.a. 5) do I want to have reached by the end of my voluntary service? (Try to be concrete (s. below))

1. _____ Remind us:

2. _____ Remind us:

3. _____ Remind us:

4. _____ Remind us:

5. _____ Remind us:

Wie kann ich diese Ziele erreichen? Was sollte ich tun um die Ziele zu erreichen? (Schritte!)
How can I reach these goals? What will I do to reach them? (steps)

1. _____

2. _____

3. _____

4. _____

5. _____

Was/Wer kann mir helfen diese Ziele zu erreichen? Wofür/Wer kann mir helfen um diese Ziele zu erreichen?
What/Who can help me achieve these goals? What/Who can help me to reach these goals?

Was kann mich hindern diese Ziele zu erreichen? Was/wo liegt hinder um diese Ziele zu erreichen?
To reach ... What will hinder you in your goals? Try to find something in your daily routine (a symbol, a trigger, a person ...) for each of your learning goals and note it behind that goal.

Überprüfen | check: The following questions are aimed at supporting you in defining your goals better. They should be considered very early on and to be done before the service.

- Habe ich mir schon die Idee für ein Jahr gemacht? (I have thought about it, I want to do it)
- Ist es mir möglich, es zu erreichen? (Is it achievable? Is it possible for me to reach it?)
- Sind meine Ziele SMART? (Do questions: specific – measurable – achievable – realistic – time period?)
- Für wen ist es das wichtig? (For whom is it the most important?)
- Habe ich schon Ideen, wie ich diese Ziele erreichen kann? (Do I have any ideas how I can reach my goals?)
- Wie erkenne ich, dass ich meine Ziele erreicht habe? (How can I recognize that I have reached my goals?)
- Wie erkenne ich, dass ich meine Ziele nicht erreicht habe? (How can I recognize that I have not reached my goals?)

In one year I am able to ... I know about ...
Lernziele | learning goals
background information

A voluntary service is a learning service. Therefore we should look at your learning goals.
This paper is aimed at supporting you in defining your personal learning goals. So not all questions have to be answered, some are mere to guide you in the process.
Later we will talk about your learning goals and if you want to you can amend or change things.

Warm up: As a kind of warm-up or brain to deliver your learning goals, please think about:

1. What can I spend on? What do I know about about? At which service do I feel safe? Where do I have difficulties? In which situations am I uncomfortable about? (own stress + weak points)
2. What chances & challenges do I expect in the upcoming years?

Gedankenstütze | thought support:
This part is aimed at helping you to find and formulate your learning goal. It's more about ideas and potentials (What could I learn?), not about questions.

First of all: Please keep in mind that a voluntary service is more than just the work in your place of assignment. It is about living in a new environment, working in an unknown institution, having to deal with new people. In learning goals may refer to knowledge outside your practical work as well!

Second: There are different types of things you can learn. You can acquire personal (practical) skills and/or theoretical knowledge (knowledge on certain topics). Expected a little bit more "concrete":

- You can acquire **COMPETENCES** (Skills/abilities): The one or several know-how ... (I am ... types of competences e.g. individual & social & professional & (trans)cultural & (foreign) language & ... e.g. creativity, staying power, time- and work management, in-depth dance, self-ability, self-care, everyday communication skills, capacity of dealing with conflicts, deal with children/immigrants ... dealing with local bureaucracy, recognize & being able to handle with cultural common ground and differences, capacity to express yourself, understand and in a (foreign) language and to understand what is going on on verbal level.
- You can acquire **THEORETICAL KNOWLEDGE** (DESKNOWLEDGE): "In one year I know that ... possible topics: e.g. (foreign) language topics (between non-ethnolinguistic, constructive and active conflict management, lived economy, communication diversity, global justice), topics from place of assignment (social welfare, pedagogy, politics, etc.), topics related to Germany, own topics
- You can get **practical** made in terms of saying not certain **ACTIVITIES** (DO): "Within the year I want to have done ..."

Activities: competences and topics which carrying out activities, existing practical skills and theoretical knowledge are applied and new ones are acquired. Activities are means to an end and path to the goal (due to the acquisition of practical skills & theoretical knowledge). e.g. to react to an official letter independently leading a game, moderation in meeting, preparing a calculation, preparing a project, making a cake ... (see description of working places!)

Approach:

- 1) think up learning goals / 1. think up learning goals (after 1 month, presentation of idea - paper)
- 2) sit in a circle, reflecting on learning, individual cooperation
- 3) 1st individual reflection meeting (learning goals & with help of "check"-questions, maybe developing goals in medium and short-term, talking about learning goals)
- 4) every next meeting: talking about state, changes, talking about learning goals

9 Reporting on home and/or Germany

9.1 Reporting on home and/or Germany

The danger of a single story

Chimamanda Ngozi Adichie, 2010-02-11, Issue 469

<http://pambazuka.org/en/category/features/62188>

In this powerful, short talk, Adichie takes us on a journey of her own experiences of the single story. Describing how her first writings at the age of seven were full of white, blue-eyed characters, who ‘drank ginger beer... and talked about the weather’, Adichie shows that these only reflected the literature that she knew: Foreign, British children’s books. She ‘did not know that people like [her] could exist in literature’. Adichie goes further to tell of how she herself had been constructed by her American room mate out of a single story: ‘she had felt sorry for me even before she saw me. Her default position towards me as an African was a kind of patronising, well-meaning pity. My room mate had a single story of Africa, a single story of catastrophe. In this single story there was no possibility of Africans being similar to her in any way... no possibility of a connection as human equals’. Yet Adichie also admits that she has not just been a victim, but has herself bought into the single story. When visiting Mexico for the first time, she was surprised and then ‘ashamed’ to realise that Mexicans were not the ‘abject immigrants’ that the US media had depicted. The single story, Adichie argues, is easy to create: You ‘show a people as one thing, as only one thing, over and over again, and that is what they become.’ And she holds that power and stories are interlinked: ‘Power is the ability not just to tell the story of another person but to make it the definitive story of that person.’ Yet, while Adichie warns that a single story can be used ‘to dispossess and to malign’, she also argues so that telling many, many different stories – the negative and triumphant – can be ‘empower and humanise’.

[Watch](#) 'The danger of a single story'

With colonial regards ... Reports and narratives from stays abroad through the lens of antiracist critique, glocal e.V.

At the FKH office or [online](#).⁹

When we travel (...) we experience a great deal and have lot of new impressions, which we then often want to share with our friends and family. (...) This booklet aims to provide the first steps into thinking and perhaps understanding how our perceptions and reports (...) are mixed up with colonial structures. It familiarizes the readers with central issues such as power relations (...) the influence of images and language. Further, some of the narrative patterns that commonly emerge in reports from stays abroad are also analysed. Questions and suggestions allow the readers to self-critically zoom into their own perceptions, manners of speaking and image taking, and help to develop alternative courses of action.

The main idea of both these inputs is: When reporting (telling, showing in photos/videos, ...) about home or Germany, reflect: What exactly am I reporting? And what do I want to transmit?

There are prevailing ideas and images in Germany on your home regions and the same is true in your home regions for Germany. These images reduce the other to some “typical essentials” thereby focusing on things different to the self (thus they “stereotype” and “exotize” the other; e.g. for Germany: rich, beer, punctuality, Hitler).

But are really *all* Germans/Bosnians/Rwandans alike? Isn't there any variety in the region? Aren't there any similarities as that all parents like their children and glass buildings with H&M in the city centres?

The service is your chance to add something to the prevailing images – on your home region in Germany and vica versa. Use that chance!

Try to keep to yourself when reporting: My place, my home, my family, my school, my friends in Halle, ... Show things of home / Germany, that might seem odd. Search for similarities. Focus on things that surprised you, that were different from what you expected.

⁹ This booklet is mainly about talking about ones stay in the Global South. But some of it can be applied the other way round as well (talking about Germany as well as talking about your home).

9.2 Reports

As mentioned above and as agreed on in the activity agreement, you are asked to support the public relation work of FKH.

"World is meeting at one platform" - Shweta über das BFD Seminar in Nürnberg

"Kundalini (Kundalini)" (K2) is the initiation of sending and receiving the volunteers from the world (as they) this is the very wonderful day, we, from 200 of November to 20th of November are in the seminar in Nürnberg.

Weiterlesen ...



Freiwillig in Mazedonien - 2 Blogs

Unsere beiden Freiwilligen Sarah und Vincent sind für ein Jahr in Mazedonien (Sarah in Thessaloniki, Vincent in Kumanovo). Sie berichten regelmäßig in ihrem Blog über Land und Leute, mazedonische Eigenheiten und über erste Erfahrungen.

Schaut doch mal rein bei [Vincent](#) und [Sarah](#)!

Susan in Ungarn

Die ersten Wochen meines BFD in Ungarn waren schon sehr ereignisreich. Ich habe viele Menschen kennengelernt, Sprachbarrieren überwunden, neue Freizeitspiele gemittelt und Dinge nun an mich heran zu bekommen.

Weiterlesen ...

Clara über ihre Anfangszeit in Banja Luka

Clara ist zur Zeit Freiwillige in Banja Luka und berichtet in dieser Studie über erste Herausforderungen, über schöne und nicht so schöne Dinge und über die Arbeit in der Einsatzstätte.

Weiterlesen ...

Adin & seine Lieblingsaktivität

As a volunteer of kinder and Jugendhaus my favorite activity with kids is making cards and in these pictures you find a special day of mermaid and I was doing face painting with kids as you can see.

Weiterlesen ...



Akash über sein on arrival seminar in Halle im August 2014

Dear Friends,
As you know that I am in a seminar right now, it was not only a seminar furthermore it was an "on arrival training" for us, as we have just arrived in Germany. So it was a seminar to know more about Germany and about Halle (the city I am staying for the rest of the year).

We started our seminar on 7th of August and it was a one week seminar till 14th of August in Fremdsprachenkurse at Prince of Wales.

Weiterlesen ...

Initial Days ... Shweta über ihre ersten Wochen in Halle

My real journey in Germany starts after waiting almost 6 months. Now finally we reached to Germany on August 9th. Our real journey started from the Berlin airport up to reach Halle. The first real experience with the seminar. Of course India and Germany are too different countries. The climate, food, culture, system, everything. To experience this we need to travel a lot in India when we travel.

Weiterlesen ...



If you have a blog or similar please send us the link.

Next to or instead of that we ask you to hand in short contributions to put them on the homepage, in this Welcome booklet, the profiles and/or the Jahresbericht. In the beginning of the service we will make a list for each month, but you are free to hand in more.

They may be quite short (1 sentence to ½ page + 1-2 photos; audio/video sequences of few minutes). They may be funny or serious, classical or freaky, in English, German or your language (but with German/English summary). They should be nice to read/see/hear for future volunteers, sponsors, people interested in our work. In general, what you want to tell is totally up to you. Below are some inspirations, however, and from time to time it might be that we have a certain topic. Last but most important: Think about an enthralling headline ;)

Suggestions for contributions ...

- a typical day
- So far: what is as expected, what is different? What was surprising (about Germany, Halle, volunteering...)
- Good and bad things of living in Halle / Germany
- connections between Halle and my home town
- transcultural moments
- about volunteering at my poa
- about volunteering in Germany
- great moments, difficult moments
- my project / civil engagement
- free time in Halle
- my last travel
- what I would like to tell to my successor
- about preparation seminar / on arrival training ...
- about learning German
- about living on my own
- what is special at volunteering with Friedenskreis Halle?
- what makes my voluntary service a peace service?
- what does peace mean to me?
- my favourite activity
- thoughts about German society / living in Halle
- weltwärts – a service related to development policy. / EVS – a European voluntary service. What does this mean in practice?
- suggestions for preparation
- what I miss most
- what I really enjoy in Halle / in volunteering
- critical thoughts on volunteering
- Friedenskreis topics in practice
- after coming home: looking back
- introduction to ...
- ...

10 End of the service

Although you might not even have started your service, already here some information regarding the end.

10.1 Leaving Halle / Germany

Check list (s. as well ch. 6.1):

- unsubscribe at the City Council)
- (weltwärts) unsubscribe to the public health insurance
- close bank account
- clean flat (first check one week before leaving), return key
- clean and repair bicycle (first check one week before leaving), return key + helmet
- final report
- received your certificates and (for EVS) Youth Pass?
- said good bye to everyone?
- told at home when you arrive?

10.2 Returning

Check list:

- send the return ticket to FKH
- get in contact with your sending organisation for follow up

Amir, NARKO-NE: “Die Freiwilligen die zurückgekommen sind – bis jetzt sind alle zurückgekommen, das ist schon mal ein gutes Resultat – 80% von denen sind weiter engagiert in der Gesellschaft. “

We hope you will stay or get engaged after your service.

But we also hope to stay in contact with you! Keep in touch via our email distributors and let us know when you are in Halle.

11 Feeling Safe

11.1 Support

In your service involved are lots of persons to support you:

- Mentor at place of assignment for work-related issues
- Peer-Mentor for orientation in Halle, questions of daily life, social integration and in case of personal problems
- Mentor at sending organisation for any kind of topic
- Coordinator of the service at FKH for all cases that can not be dealt with by one of the others

For contacts: s. last page and/or in your emergency card.

11.2 Safety

In general, Germany and Halle are safe! However, some **safety rules**:

1. Keep your personal emergency card with you all the time (you will get it upon arrival).
2. Lock your door, your bicycle + watch your stuff. Make sure you leave the flat secure (oven out, candles out, ...).
3. Inform FKH in case of
 - a) threat, attack, theft etc. Inform the police (110) as well!
 - b) serious health problems and accident. Call 112 if needed!
4. Do not bring yourself in a dangerous position. Avoid situations where you feel uncomfortable. If you need help, address to other people directly ("You sir/madam with the blue jacket, please help me in doing ...").

Sexism

Briefly, sexism is a form of discrimination or suppression of people only on behalf of their gender or sexual orientation.

Sexism is present in Germany as well. Above all it shows in a cult on masculinity or the vilification of women. Beside this, there is a discrimination on LGBTQ+'s (lesbian, gay, bisexual, transgender, queer), i.e. the insult or the outlawing of people with other sexual predilections than the conservative „man-woman-child“-formation.

In Germany, as in other parts of the world, sexism and the exposure to it is increasingly picked out as a central theme. More and more people get sensitized for anti-sexist work.

There is not only homophobic or sexist discrimination a la „gay people are disgusting“, but a typical „everyday sexism“. This shows in a form of role stereotypes (e.g. the man goes to work, while the woman does the household) and jokes, but also in the form of institutional sexism (e.g. the unequal treatment of female gender in the professional life). Sexist acts in form of violence mainly take place against LGBTQ+'s.

Halle is no exception concerning sexism. All types of sexism can be find here. But: concerning physical violence, Halle is quite safe.

The increasing sensitization to sexism brings also sensitivity to the subject sex with it. This means: A „no“ is always a „no“! If somebody doesn't want physical closeness, one has to accept this and allow this person his/her space.

If you experience any type of sexism or if you or others are offended or attacked in a sexist way, **inform** FKH and/or your poa, peer-mentor or sending organisation. If need be in an anonymous way. In case of **emergency, call the police** (110).

Organisations in Halle specialized on that topic where you can get more information on the topic or help in case you need it:

- [Meeting and Consultation Centre „Lebensart“](#)... with Lebensart youth club „[queerulanten](#)“
- Women Centre [Weiberwirtschaft – Dornrosa](#)
- [Iris centre for women and family](#)

Racism

In very short, racism is if you construct groups because of certain features (esp. such ones a person does not have an influence on, e.g. origin, skin colour, to a certain extent: religion, ...) and then you put these groups into a hierarchy and assign certain (negative or positive) qualities ("plays music well", "is dirty", "is not trustworthy", "is lively", "is a good lover") to all persons belonging to that group. Last but not least you have the power to enforce your construction because it is the dominant one.

Unfortunately, racism is, like in the other parts of Germany, also still present in Halle. It does not only express itself openly in oppressive actions towards foreigners, but also in a „everyday racism“. This „everyday racism“ appears in stereotypes/clichés and in the form of institutional racism, e.g. in a more difficult access to the job market, in problems with the residence permit and in racial profiling. Don't be deterred by this! You have the same right to be here as everybody!



Physical racist attacks happen and are mainly committed by avowed rightists and Neonazis. It mainly addresses people that “look” foreign (darker skin, scarf...). Luckily, in Halle this is not the norm. So no reason for panic! You can move freely through Halle. But you should avoid certain situations and known meeting places for Nazis like the

tattoo store „Gottes Farben, Teufels Handwerk“ events from the „SaaleFront“ (Hooligan-Fanclub of the HFC) and big meetings, events, demonstrations or rallies with right-sided content (actual: Halgida/Brigade Halle events etc.). Moreover, you should be careful when going to outlying parts of the city alone and at night.

If you experience any type of racism or if you or others are offended or attacked in a racist way, **inform** FKH and/or your poa, peer-mentor or sending organisation. If need be in an anonymous way. In case of **emergency, call the police** (110).

In the past we also experienced cases of **racism and discrimination within the volunteers group**. If you experience that, please make it a topic – if need be, anonymous.

Organisations in Halle specialized on that topic where you can get more information on the topic or help in case you need it

- [Miteinander e.V.](#) with [Mobile counseling for victims of right-wing violence \(MOB\)](#)
- [ENTKNOTEN – Counseling center against everyday racism and discrimination](#)
- <https://www.amadeu-antonio-stiftung.de/eng/>

Since we had situations of so called 'racial profiling', following a handout on the topic of police control. See also: “[Was tun? RASSISTISCHE POLIZEIKONTROLLE racial profiling](#)”

Handout: Control of a person by the police (Personenkontrolle)

Under which circumstances is the police allowed to control me?

Police always needs a reason for the control and has to tell you that reason. Police may act:

1. persecutive I (criminal persecution: Verfolgung einer Straftat / Ordnungswidrigkeit): police may control you if she suspects you of a crime; everywhere and every time
2. persecutive II: police may control you if there is a (suspicion of a) crime and the control is needed to clarify the crime even if you are not the suspected person
3. preventive (danger defence, Gefahrenabwehr): police may control you without suspicion of a crime; but only:
 - (a) at so-called "most dangerous places", e.g.: train stations and airports, border areas, in Halle also: Boulevard (Leipzigerstraße) and marketplace
 - (b) at demonstrations, when riots are expected

According to the Grundgesetz (constitution), a (preventive) control may not be carried out just on the basis of external characteristics as age/skin color/appearance (prohibition of discrimination)! Racial profiling is forbidden.

How are police officers allowed to control me?

preventive control and control to clarify a crime: police is only allowed to control your identity, that is ask you for your name, birthday, address and nationality and ask you to show your ID-card.

Further questions need not and should not be answered. No further control is not allowed.

exception: close to stations personnel belongings may be inspected without specific suspicion

In case of difficulties to identificate a person/refusal of identification, police may make a personal search and/or take you to the police station to check your identity there.

Personal search and control of personal belongings are only allowed on reasonable grounds, e.g. there are witnesses or officers have observed something

What can I do when I get controlled?

Always ask for the reason: „Warum werde ich kontrolliert?“ ("Why are you controlling me?") Auf welcher rechtlichen Basis werde ich kontrolliert? ("On what legal basis are you controlling me?")

Answer briefly and only to allowed questions (= name, birthday, address and nationality).

Stay factual, calm, polite. Do not start a discussion.

If the reason for a control is not mentioned or is not clear, ask the police officer for his name, service number and police headquarter.

What can I do after I have been controlled?

Always inform Friedenskreis Halle. You may inform others such as your place of assignment, other volunteers and peer mentor.

If you suspect an illegitimate, maybe racist motivated, control, a service supervision complaint can be filed against the police officer.

If you suspect an illegitimate, maybe racist motivated, control, you may search for help at counseling centres for victims of racist violence. Ask Friedenskreis if you for contact.

If you suspect an illegitimate, maybe racist motivated, control, Friedenskreis Halle will inform the „Halle gegen Rechts – Bündnis für Zivilcourage“ and the counseling centre for victims of racist violence at Miteinander e.V. . if you wish so anonymously.

Sources:

Beratungsstelle Miteinander e.V. / refrago.de / anwaltsauskunft.de / recht-gehabt.de

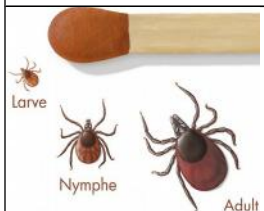
10.3 Health

Again: In general, Germany and Halle are pretty safe! The most dangerous thing is the traffic, indeed.

Animals: All in all we do not have really dangerous animals living in Germany. But look after these two animals:



Common Adder: When adders feel in danger, they normally flee the situation. Nevertheless, try not to hit them or step on them. They can bite, but their poison is not strong enough to kill healthy adults.



Tick: They transfer diseases and suck blood. Since they are very small, check your body in detail. If you find one, do not try to get rid of it on your own, go see a doctor!

In case any other animal bit you, go see a doctor, just to have clarity, whether everything is fine with you. In most of the cases, there will be nothing to worry about.

When you do become sick

Please inform us when it is serious. If you need to stay at home, you have to see a physician to attest that you are sick from on the 1st or 3rd day (depending on the poa). Since English knowledge is not standard in Germany, it might be good to be accompanied by someone speaking it



Whom to see: Hospitals are for emergencies (urgent, serious cases) only. If it is neither urgent nor serious, see a established physician.

Where to find one: [Telefonbuch](#), <https://www.sanego.de>,

Health insurance

You are health insured during your service. That means costs for seeing a physician will be paid resp. refunded. The procedure is depending on the program.

weltwärts

You are insured in the Gesetzliche Krankenversicherung (GKV, public health insurance). You have a card that you have to hand in at the reception – that's it.

In case you have to see a physician before the card arrives: No panic! Inform the practice that you are insured in the GKV (“gesetzlich versichert”) and at which insurance company (in 2018: Techniker Krankenkasse, TK). Then the practice has to call the TK and ask them for a fax stating the insurance (Versicherungsbestätigung). If there is time, ask for such a Versicherungsbestätigung before visiting the physician.

For staying at a hospital or getting prescribed medication you have to pay an additional contribution (like every German person in the GKV). You have to pay that of your pocket money. We can not reimburse that.

- 10€ per night at a hospital
- around 5€ for medicaments
- between 15 – 25 € for physiotherapy

Keep all invoices! If the additional contribution sums up to more than 2% of your yearly income (about 110€/year), you can apply for an exemption for further additional contributions.

EVS

You are insured by AXA, a private insurance. The system is more complicated than with the public health insurance, but you will get more refunded! When visiting a physician, you have to take the proof of insurance with you and even better the EVS-Dienstbestätigung, too. The standard procedure is the following: You receive an invoice which you have to pay in cash or, more common, by money transfer. Then you apply for refunding at AXA, using the AXA / MSH blank form and sending the blank form + invoice + proof of payment to AXA.

If you expect a high amount (e.g. in case of hospital admission) and/or costs that can be planned beforehand (planned treatment), get in touch with AXA and the physician in advance to clear that the invoice can be sent to and paid by AXA directly.

Only exception: If you have to pay a huge amount and you have not enough money and AXA is not willing to pay directly, we will pay instead for you. Please call us in such cases. Come to the office with the invoice, an envelope with the address of AXA + post stamp on it + the filled out blank form. Regarding filling out the blank form: in the field where you write down the bank account the refunding has to be transferred to, you have to write down: Friedenskreis Halle e.V., IBAN: DE22 8005 3762 0386 300 981, BIC: NOLADE 21 HAL. And in the end of the form you have to write down the following declaration: "The invoice was paid by Friedenskreis Halle e.V., thus the refunding has to be transferred to the account of Friedenskreis Halle e.V.". Then you sign the paper.

The Hang-Kép Team prepared a series of video tutorials in which they introduce how EVS volunteers can get the reimbursement from AXA:

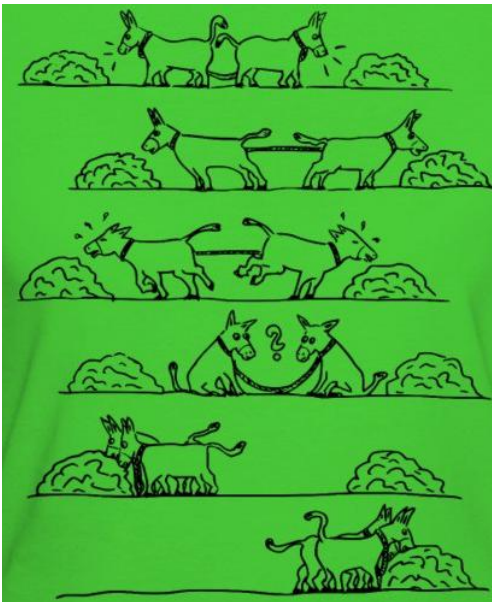
<http://bit.ly/1CgdR7l>

(or search for „EVS AXA tutorial Introduction” at youtube.com)

11.4 Conflict

Conflicts belong to life. They hold the possibility for change, thus have a positive power if looked at them a certain – constructive – way.

How we react to conflicts is individually different. But we are shaped by the contexts we grew up. In some contexts, leading idea is not to address conflicts. Within FKH, we think one should address conflicts to work on them and thus to create a situation we feel better with.



So if you sense a conflict: Try to work on it. First try it alone or with the help of a friend.

If you do not manage to create a situation that makes you feel comfortable again, then contact FKH.

In case you have the conflict with the coordinator of FKH him/herself, contact either your sending organization or someone else at FKH, e.g. the substitute, director or staff association.

Short introduction to the constructive way of working on conflicts:

- Definition conflict: if you feel offended/accused, if you think somebody is unfair to you, if you do not feel good because of an action / expression of someone else, then we already speak of a "conflict". The 2nd person does not have to know that you feel bad, the situation does not have to be "worked on" in an openly, violent, shouting way. It's important: There is already a conflict, if only one person has and knows about a problem caused by the action / expression of someone else.

- Before you do something: Try to calm down. Try to clear the situation for yourself: what exactly happened when + where? Try to be as concrete as possible. Write it down (if it is a bigger issue). Try to have a critical look at yourself: might it be that I am responsible for the situation as well?
- Then, in a calm moment, tell the other person that you sense a conflict. Try to talk in "I-sentences" (I heard..., I felt...). Describe what happened according to you (as concrete as possible), then tell how that made you feel + what you need to feel better. Avoid generalisations and accusations.

Example: You enter the kitchen and there is a lot of dirty dishes.

Instead shouting out: "You never wash the dishes, stupid!", first calm down. Recapitulate: How often did this happen? When? Did you talk about that issue already? Are there any agreements on that issue? What about you? Do you always meet the rules? What annoys you (most) in this moment? The fact that it's dirty or the fact that the other does not follow the rule regarding cleaning, the fact that

Then tell the other in a calm tone: "I have to talk to you (not: "we have to talk!"). Today in the morning there were lots of dirty dishes on the kitchen table. The same happened last Monday and Thursday. Last month, as far as I understood ("in my world"), we agreed on washing dishes directly after use. If there are dirty dishes that are not mine, it makes me angry, because I follow that rule and I like to have a clean kitchen. I ask you to follow our agreement as well."

Further information: the majority in FKH has at least a basic formation in „constructive way of working on conflicts“. Ask them! Or get a book from the FKH library.

11.5 Important contacts

<http://www.halle.de/en/Life-Society/In-Cases-of-Emergency/>

Coordinating organisation International voluntary service	Friedenskreis Halle Große Klausstraße 11, Halle 0345 27 98 07 10
Contact person Coordinating organisation	Name: Email: Mobile (emergency only!):
Substitute	Name: Email: Mobile (emergency only!):
Peer-mentor	Name: Email: Mobile:
Place of assignment	Name: Address: Phone: Tutor:
Emergency	
Emergency call police	110
Emergency call ambulance	110
Emergency call fire	112
Medical stand by service	116 117
Emergency hospital: St. Elisabeth (near Franckesche Stiftungen)	0345 213 46 51
Emergency pharmacy finder	www.apolista.de/notdienst/halle
Call to block bank card	116 117

Dear volunteer,

Now you have made it through all the information, we hope we didn't overwhelm you ;)

Whether you decide to go for that adventure called international longterm voluntary service or not and whether it is with or without us, we wish you all the best!

If you decide to do the service with us: Once more: Welcome! Have fun with preparing, especially with learning German. Surely it won't last long until you can order your first drinks. In the first weeks you will discover Halle, get to know your new workplace and meet a lot of people. Through the year you will collect ideas, skills and stories, but also moments who will give you food for thought. It might not always be easy, but you will grow with every challenge and at the end you will have an enriching year. So enjoy!

We are curious to hear about your experiences!

See you soon. Friedenskreis Halle