URGENT - CALL FOR LAYOUT AND DESIGN VOLUNTEER

URGENT - Servas Canada needs a volunteer to design and layout the 2004 Host List. If you can help, or think you might be able to help, please contact Penny Pattison at canada@servas.org or 250-382-9190, as soon as possible.

This is a commitment only for the 2004 host list, as we are converting to the Servas International system next year. Therefore, we expect minimal changes from the purple 2003 host list. Previous host lists were produced using Quark Xpress, but any desktop publishing package should be appropriate.

Timeframe: Jan-Feb, 2004 (the objective is to print in late February or early March 2004)

Duties:

- Accept database file in text format, maps, introductory words, index spreadsheet
- Format into host list layout, cross reference map page numbers
- Add page numbers to index, and include it
- Send file to printer (need for High-Speed connection or CD burner)
- Work with other team members on any issues that arise

YOUTH TRAVELLERS

For years, Servas International has been trying to build its programs for youth. As Servas hosts we are gradually aging and internationally, traveler numbers are down. The urgency of ensuring that Servas continues to thrive and grow makes building initiatives for youth vital to the organization. In many European countries, there are Servas youth work camps, cycling trips, forums and projects. In Canada, we are looking for youth interested in
developing some projects and ways to connect with other youth both inside Canada and abroad. If you or your child are interested in getting involved, please contact Julie Dotsch at (705) 292-7769.

Servas Canada and Servas Germany are initiating a special program to allow youth who are 14 - 17 years of age to travel unaccompanied by adults and stay in Servas homes. In the near future, we are hoping to extend this program to many other countries. Negotiations are underway with Spain, France, Austria, USA and other countries. All unaccompanied youth will need to be interviewed and oriented separately as travelers to determine suitability and ensure safety. Parents of youth are responsible for arranging contact with every host that their child will stay with, for arranging a schedule of host visits and for being available by phone or e-mail during the entire time of the youth's travel. They also must sign a liability waiver for Servas and the hosting family. The hosting family must agree to take care to know the whereabouts of their Servas youth visitor at all times, to have a schedule of the youth's visits for the entire trip and to take every safety precaution reasonably possible. This is an exciting opportunity for youth to be in safe environments learning about other cultures including languages, ways of life, beliefs and customs.

Servas Germany has agreed to all the requirements laid out. We ask you to consider accepting a youth into your home and to encourage your children to visit Servas homes. It is anticipated that youth would stay with hosts for longer than the normal two day visits. If you wish to know more, contact your local interviewer, national secretary or me.

**Julie Dotsch**  
Youth Coordinator, Servas Canada

**HOST LIST YOUTH INDICATOR**

There is a new program being offered for 14-17 year old youth of Servas families. If you would like to accept an unaccompanied youth of that age, please indicate this with the "Y" symbol. Servas Canada and Servas Germany now have an official agreement to ask hosts if they will accept unaccompanied youth under the following conditions:

- Youth is a member of a Servas family
- Youth has been individually interviewed for suitability and oriented to Servas
- Family of youth has signed a liability waiver for the hosting families and Servas
- Family of youth have been in direct contact with all hosts (e.g. by phone or e-mail)
- Family of youth have provided each host with a schedule of the youth's visits including dates, names, addresses, phone numbers and e-mail addresses
- Family of youth have provided all contact information in case of emergency

By accepting unaccompanied youth, you are opening the doors to a very unique and important experience. It is the hope that other countries may get involved with this initiative. Servas Canada will ensure that every country utilizing this program in Canada will meet the above criteria. If Canadian Servas youth are permitted to stay unaccompanied in approved Servas homes, Servas Canada will ensure that each country understands the rules and will abide by them.
OTHER HOST LIST HINTS

The host list team found ourselves a little late in producing the list last year, and so this year we are really going to try to freeze the database by December 31, 2003. Your host coordinator will be contacting you to get your updates, and then will enter them in the database.

A couple of things to keep in mind as you review your listing in the purple 2003 book:

1. The database can only handle one email address (if a second one is entered, then the database gets confused and you don’t get any electronic communications from SERVAS Canada at all). So please choose only one to use for SERVAS.
2. Last year, the host list ended up weighing just over 100 grams, and so cost us significantly more to mail around the world. Therefore, this year we are asking hosts to see if they can shorten their listings, without losing any critical information. We are also putting an upper limit of 9 lines for any host listing. It will really help your host coordinator if you could think about shortening your listing in a way that still effectively reflects your household.
3. Children: We will continue to offer a couple of ways of listing children in the host list. They can be in the fourth column as M '97, F '01 or Joe '88, Sarah '92. They can also be listed as separate people in column 2. If you choose to list them separately, then you have the equivalent of the occupation section to enter any key information about that child - for example, chess fanatic or ballet lover!
4. Youth Initiative - please see the articles above. Then decide if you are willing to accept youth aged 14 to 17 for a SERVAS visit without their parents (18 and over are considered adults). If you are, you should have a 'Y' in the first column of your listing. If you are not interested in participating, please ensure that you do not have a 'Y'. There is no code required if your youth might be interested in travelling alone.
5. Language codes - the first language listed is used to determine whether to send information to you in French or English. So please check to make sure that the language listed first is the one you want to use for correspondence.
6. NH code - this has been a confusing code, and so is being eliminated. If you notice it in your listing, please remind the host coordinator that it should be deleted.

Thanks, and seasons greetings to you all!

Penny Pattison  
National Secretary  
SERVAS Canada

Copyright © 2000 - 2004 Servas Canada