



1. września, 2015

**Do Przewodniczącego, Zarządu
oraz pozostałych członków
WMM w Polsce**

Drodzy bracia i siostry,

*Niech łaska i pokój naszego Pana Jezusa Chrystusa wypełnia Wasze serca teraz i
zawsze!*

Podczas, gdy kilku młodych ludzi kończy ich czas posługi w Sekretariacie Międzynarodowym, ja piszę ten list do Zarządów Krajowych, zabiegając o kandydatów z różnych kontynentów, którzy mieliby pełnić role kolejnych wolontariuszy. Pragniemy posiadać w Sekretariacie Międzynarodowym reprezentacje wszystkich kontynentów i języków.

Chciałbym prosić o Waszą ofiarność i możliwość znalezienia młodych osób, które być może są bardzo wartościowymi członkami Wincentyńskiej Młodzieży Maryjnej w Waszym kraju. Również zwracam się do Was z prośbą o wspaniałomyślność i dyspozycyjność młodych ludzi, którzy tak jak wielu innych przed nimi, wypełnią życzenie naszej Błogosławionej Matki: aby w Kościele istniało Stowarzyszenie posylające wieść o Zbawieniu, które nasz Pan Jezus Chrystus, niesie całemu światu.

Załączony dokument zawiera informacje na temat celów Sekretariatu, jak również wymagane cechy wolontariuszy.

Sekretariat Międzynarodowy jest niezbędny w funkcjonowaniu WMM. Będąc w centrum działań, pozwala nam na stały kontakt z naszymi członkami na terenie wszystkich kontynentów. Jest tam, gdzie są przygotowywane Spotkania Kontynentalne, Zgromadzenia Generalne oraz Spotkania Rad Międzynarodowych. Praca Sekretariatu Międzynarodowego wiąże się z doświadczeniem, które trwa od kilku lat. Dotychczas wielu młodych członków z różnych państw brało w nim udział. Odkryli oni, że życie we wspólnocie i codzienna praca nad budowaniem Stowarzyszenia owocują w doznania, które są warte przeżycia. Pozwólcie, że ośmielimy się zaprosić młodzież do wzięcia udziału w tej wspaniałej przygodzie: pracy, życia, dzielenia ich wiary oraz poświęcenia ich czasu dla WMM.

W świetle załączonego dokumentu, zwracam się do Was z prośbą, abyście rozglądali się za młodymi ludźmi w Waszym kraju, którzy są osiągalni oraz posiadają cechy i walory, na których nam zależy. Proszę, by każdy ochotnik wypełnił załączony formularz i wysłał go za pomocą poczty e-mail do Sekretariatu Międzynarodowego w Madrycie **w terminie do 30 października br.** Decyzja zostanie podjęta podczas następnego Spotkania Rady Międzynarodowej Wincentyńskiej Młodzieży Maryjnej, aby wybrani wolontariusze mogli dołączyć do członków Sekretariatu Międzynarodowego **w styczniu 2016 roku**. Gdy młodzież zostanie już wybrana, otrzyma ona od Sekretariatu odpowiednie materiały przygotowujące do tej pracy, mimo że będzie przebywać jeszcze na terenie swoich państw.

Wasz brat w św. Wincentym,

VINCENTIAN MARIAN YOUTH
International Secretariat
Madrid – Spain
G. Gregory Gay, C.M.
Superior General
VMY Director General





PROJECT OF VOLUNTARY SERVICE IN THE INTERNATIONAL SECRETARIAT

THE VMY INTERNATIONAL SECRETARIAT had its origin in the year 1999. Its objective is **to maintain the permanent animation of the Association and to put into action the programs prepared by the International Council and the General Assembly.** Any active member of the Association can be a candidate to render his/her service as a VOLUNTEER to the VMY for a term of at least two consecutive years, working without any material compensation and with the commitment to live in community with the other young volunteers under the coordination and supervision of the Director and the Sister Delegate of the Secretariat (Cfr. Int'l Stat. 23). This is a commitment that the candidates must make directly to the Director General who will appoint them after due consultation of the International Council (Cfr. Int'l Stat. 21.)

From the time of his/her appointment by the Director General, the young volunteer:

1. Will continue to communicate regularly with the Director of the Secretariat and the International Delegate.
2. Receive formation with regard to the tasks that will be undertaken and clarify his/her motivations.

The young volunteer from the moment of his/her arrival in Madrid must commit himself/herself to:

1. Nourish his/her life of faith (through prayer, the sacraments and apostolate) and give testimony of his/her Christian life;
2. Take part in the formation and apostolic activities undertaken by the Secretariat as complementary task to maintain the quality of services rendered.
3. Fulfill with responsibility and dedication the activities and work that are assigned to him/her;
4. Willing to live in a community of young people where respect and tolerance of the culture of each members is a requisite.
5. Keep confidentiality over all the information received and known in the fulfillment of his/her activities;

On the other hand, the VMY International Secretariat commits itself to:

1. Provide the volunteers with board and lodging, traveling expenses, a month-long vacation to their respective countries and a little amount of pocket money for their personal expenses;
2. Provide the volunteers the possibility of carrying-out a Religion formation course, after a common agreement with the people-in-charge of the Secretariat.
3. Provide the necessary formation of the volunteers for the proper development of their activities in the Secretariat.
4. Take care of the insurance policy and medical insurance;
5. Issue a certificate at the end of their service and credit the volunteers for their services rendered..

Given that the activities rendered are on an entirely voluntary basis, the contract will be ratified every year. The young volunteer can quit anytime, notifying it the Director of the Secretariat, giving the reason for the resignation, at least one month and a half to allow the time to look for someone who can substitute him/ her in his/her



tasks. In the same manner, when the services rendered by any member of the staff are not satisfactory for the direction of the VMY International Secretariat, he/she can be dismissed, informing him/her reasonably and with the approval of the Director General of the Association.

CRITERIA FOR THE SEARCH AND SELECTION OF NEW VOLUNTEERS

- That his/her spiritual life has a strong experience of **faith and a practice of the sacraments**. Prayer life.
- That he/she has and manifests a great **love for the Association** and presently lives out his/her Christian and Vincentian commitment.
- That he/she must be **at least 21 years old** and has been a member of the Association for at least five years. Also, he/she should have a good level of human and Christian **maturity**.
- That he/she is willing to render at least **2 years of voluntary service** at the Secretariat.
- It would be good for him/her to learn **basic Spanish** before coming to Madrid so that he/she can then perfect it during the course of his/her service.
- There is a present need for young people who have a command of English and are able to translate these different languages/.
- That he/she has the capacity and disposition to **work in a team** and to assume a community life style.
- That he/she knows and manages the basic programmes: Word, Excel and Power Point.
- That he/she comes from a country in which the **Association is officially recognized** (With approved National Statutes)
- That the National Council supports him/her and sends the following documents:
 1. A letter of introduction from the National Council,
 2. A letter from the candidate to the Director General explaining his/her motivations,
 3. Curriculum Vitae (done according to the attached model)
 4. Certified copy of the Bachelor Degree,
 5. Valid medical certificate and test results of contagious deceases (especially, Hepatitis B and C, HIV).
- Once he/she starts this experience, the alternatives of study and formation will be chosen after a dialogue and a common agreement with the people-in-charge of the Secretariat.
- After a year, the young volunteer will evaluate his/her service, dialoguing with the Secretariat People-in-charge, in order to verify if he/she may continue successfully.



CURRICULUM VITAE

Picture

PERSONAL DATA

Surname:
Name:
Place and Date of Birth:
Age:
Marital Status:
Document Identity Number:
Passport Number:
Present Home Address:
Telephone:
Parish:
Diocese:
Personal E-mail Address:
Nationality:
Profession:

EDUCATIONAL ATTAINMENT

Primary Education: Name of school, place and years

Secondary Education or High School: Name of school, place and years

College Education: Name of school, place(s), years and degree(s) obtained

Higher Education: Name of school, place(s), years and degree(s) obtained (Bachelor, Master, etc.)

Other Courses: Name of school, place, year and degree(s) obtained

LANGUAGES SPOKEN

English, French, Italian, Spanish or Portuguese:

Degree of Proficiency: ____ %

Level: low – average - high

Place where it was studied:

Date:

Others:

Degree of Proficiency: ____ %

Level: low – average - high

Place where it was studied:

Date:



WORK EXPERIENCE

Current occupation: Position, Company, place and date
Previous occupations: Position, Company, place and date
Skills and abilities:

LIFE EXPERIENCE IN THE VMY ASSOCIATION

No. of years in the Association:
Date and Place of Entry:
Stages passed: Date and place
Positions held in VMY: Position, place and date
Courses done: Date, place, grade obtained

Apostolate-service experiences: Place and dates

Experience in other church institutions: parish, diocese, others...
cite year and place.

Mission encounters and experiences: Place and date
- National:
- International:

What motivates you to present yourself as a volunteer to the International Secretariat?

OTHER INFORMATION YOU CONSIDER WE MUST KNOW

I certify, with my signature, that all the information written here is true and correct.

Signature:
Date:

The National Council (not the person) should send all the required documents