

# International YMCA Outbound Programs Host-Site Visit Check-List/Guide

**Thank you for conducting a host-site visit for YMCA Outbound Programs!!**

Site Visits for locations to receive teen groups should be at least two full days (and one overnight) in length, enabling the visit conductor/representative to get an full sense of the safety and security of the location and other things which must be taken into consideration.

The Visitor should use the YMCA Outbound Programs Host Site Manual as a guide in conducting the visit and assessing the viability of the location to receive participants in any of our programs.

Please circle the program(s) you feel this location would be suitable for:

**GLOBAL TEENS**

**GO GLOBAL**

**STUDY TOURS**

Name of Visit Conductor: \_\_\_\_\_ Position: \_\_\_\_\_

Date(s) of Visit: \_\_\_\_\_ Name of Host Organization: \_\_\_\_\_

Host Site Contact Person: *(NAME, TITLE)*: \_\_\_\_\_

## **Site Visit Questions (for Visit Conductor to complete):**

What is your first impression upon conversing with the host site director/general secretary? Why do you agree or disagree that this site would be suitable for the program(s) indicated above?

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Was this your first visit to this location? *(Circle One)* **YES NO**

If no, when was the last time you visited, and what changes have you noticed since then?

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Describe the quality of housing/overnight accommodations the volunteer/group would be staying in. Where is it located, how accessible to public transportation, emergency facilities and the work-site is it?

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How many staff does the host YMCA/agency have that would be working directly to supervise the group/volunteer? What is their background/experience? Please provide names and titles if available. Would you trust your own children under the care of these people?

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Do you feel the host agency/organization has the "right intentions/motivation" to be involved in hosting a group/volunteer? *(Circle One)* **YES NO**

What is the "vibe" of the community/city where the group/volunteer would be staying at night? Are there concerns which would prohibit you from validating this site to receive groups/volunteers?

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Did you feel safe navigating the city/community on your own while there? *(Circle One)* **YES NO**

Why or Why not? Any additional comments? \_\_\_\_\_

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How long did you stay in the host country? What other helpful observations regarding cultural norms, societal trends and other related issues did you observe/notice that may be relevant to a group or volunteer traveling there in the future?

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### **Final Recommendation:**

How would you rate the site at this point? *(Check one item below and comment)*

**EXCELLENT:** They are ready to receive a volunteer or group tomorrow! They have my full support and recommendation.

**CONDITIONAL:** I feel this site has potential, but the following things must be clarified/discussed before sending a group: \_\_\_\_\_

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**MARGINAL:** After visiting the location and meeting the staff who would be responsible for the group/volunteers the International YMCA would send, I am unable to give a favorable recommendation to this host site. Comments: \_\_\_\_\_

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### **Other Comments:**

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For Global Teens: Please list the address/locations (and explanation) you visited that the teen group would be visiting and specific thoughts/observations you had:

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Signature of Visit Conductor: \_\_\_\_\_ Today's Date: \_\_\_\_\_