



# Charter of Commitment

## Capitole Buddy Programme

We thank you for your interest in joining the Capitole Buddy Programme. Please read this charter of commitment carefully. If you agree with the information below, **we ask you to sign it and to respect it throughout the full duration of the Capitole Buddy Programme.**

**The "buddy volunteer" (local student) commits to welcoming and accompanying their "buddy" (international student) upon arrival and throughout the duration of the Capitole Buddy Programme,** according to their availability and the specific needs of their buddy. They can, for example, give their buddy a tour of campus, help their buddy locate on-campus services, offer advice on course registration and course choices, inform them about student events, etc. **Please note that the buddy volunteer will not have the answer to all questions, and is a first point of contact for their buddy.** Buddy volunteers will often refer their buddy to other contacts for specific information, specifically the International Office. **Buddy volunteers can be matched with a maximum of two buddies at a time.**

Buddy volunteers and their buddies will meet face-to-face throughout the year, at a frequency that they choose. Participants should expect to spend **about 4 hours per month** together to answer questions and offer support in line with the examples stated above. We hope that the program is beneficial for both buddy volunteers and buddies, and that they are free to determine a rhythm for meetings that works for them.

**Two cross-cultural coaching workshops** will be provided for both buddy volunteers and buddies at the beginning of and during each semester so that participants can learn cross-cultural communication methods and build trust. Each of the workshops will be between 2 and 3 hours in length, and will include educational games and practical tools for working in intercultural settings.

**An end-of-semester questionnaire** will be given to all students at the end of the year in order to understand the changes necessary to improve the Capitole Buddy Programme. **Buddy volunteers will be required to provide an activity journal** at the end of the year which states the general types of activities they carried out with their buddy, if they attended any on campus events together, their estimated time commitment per month, etc.

### **Buddies agree to:**

- Seek help from his or her buddy volunteer as much as necessary while respecting their availability
- Be a good listener, capable of empathy and establishing a climate of trust
- Respect others and cultural differences, and not perpetuate harassment, discrimination or other forms of violence
- Attend a welcome event, two intercultural coaching workshops, and the closing event
- Complete an end-of-semester questionnaire

SURNAME, First name : \_\_\_\_\_

Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature : \_\_\_\_\_