

AMIGOS VOCABULARY

Associate Project Director (APD): Latin American Program Staff member. Supervises Project Supervisors, handles project budget and collaborates with and is supervised by Project Director. Plays an important role in program design, implementation, and evaluation of the program. The APD participates actively in the training of LAP Staff and in nurturing relationships with partnering agencies. The APD visits host communities as needs. Projects typically have one APD.

Board: Each chapter has a Board of Directors. Members contribute their time on a voluntary basis. The International Office is also governed by an International Board of Directors, made up of veterans, parents of veterans, medical and legal professionals, among others.

Briefing: The first 3-4 days after volunteers arrive in Latin America, during which the volunteers meet their Latin American Program Staff and receive additional technical and location specific training. During this time, volunteers are placed into partnerships and receive their host community assignments.

Chapter: One of 19 voluntary organizations throughout the United States that trains volunteers and supports the AMIGOS program.

Community Based Initiative (CBI): A collaborative process in which AMIGOS volunteers partner with local community groups in the identification, planning and implementation of community service projects. Includes the revised role of the volunteers and project staff as facilitators of this process, and the increased importance of these community based initiatives as the principal efforts of AMIGOS for a given project.

Concurrent Program: In most areas, a primary program is carried out, such as community sanitation, home improvement, or youth group development. Concurrent programs such as gardening, health *charlas*, or educational activities, and teaching English are conducted along with the primary program.

Correspondent Volunteer (CV): An AMIGOS volunteer who trains and fundraises directly and via correspondence with the International Office in Houston, Texas. CVs are often college aged and often live in an area where AMIGOS has no chapter. CVs make up about one quarter of the total number of AMIGOS volunteers.

Debriefing: The final 2-3 days volunteers are in Latin America. Once they leave their host communities, the group re-unites to evaluate their experience and prepare to return home.

HH or HC: Health Households or Healthy Communities is one of our primary projects. Volunteers working with Healthy Households projects will collaborate directly with rural families to implement home improvements that may include the construction of latrines, fuel-efficient stoves, grain storage sheds, and water storage tanks, among other projects that contribute to family well-being.

Host Community: Community in which AMIGOS volunteers live and work for the duration of their project.

In-country: A term used for things taking place in the Latin American countries where AMIGOS works.

International Office (IO): The AMIGOS International Office in Houston, home of the professional staff and corporate headquarters of the organization.

Latin American Program (LAP) Staff: Teams of people who manage each Latin American program. Each team consists of one Project Director, one Associate Project Director, and 5-7 Project Supervisors. LAP Staff are selected and trained by the International Office staff.

Letter Writing: The letters that volunteers are encouraged to send to friends, relatives, and businesses to help them solicit funds for the summer project.

Midterm: The project group reunites about halfway through the project to rest, begin to assess the progress of their work and motivate themselves for the duration of the project. Midterm typically last 2-3 days.

Project Director (PD): Conducts initial survey of work area. Works with Regional Director and partner organization(s) to develop work plan. Reviews and updates emergency procedures. Supervises LAP staff and volunteers. Coordinates programs with national and regional health officials. Provides recommendations for future program development.

Partner Agency: Local or national agency with which AMIGOS collaborates in the Latin American project area. Examples are Save the Children, Fundación del Desarrollo Comunitario (FUDECO), Ministerio de Salud, and CARE.

Program: Refers to the community work/training on which AMIGOS collaborates in-country, such as community sanitation, youth group development, or stove construction.

Project Area: Refers to the site in which volunteers and Latin American Program Staff are based during the summer.

Project Supervisor (PSUP): Formerly known as Field Supervisor; also previously known as Route Leader. Supervises 3-5 volunteer teams. Surveys host communities before volunteer arrival, makes arrangements for host families and meals, establishes emergency procedures for each community. Visits volunteers and host communities each week to offer support, deliver mail. Supervised by Senior Staff (Project Director and Associate Project Director).

Route: A grouping of 3-5 volunteer partnerships/host communities. A Project Supervisor supports each route.

Senior Project Supervisor (SPS): Performs same duties as the Project Supervisor, with fewer volunteers and communities. Serves as liaison between Senior Staff and other supervisors. Conducts administrative tasks as assigned by Senior Staff.

Veteran (Vet): A volunteer who has completed her/his service with AMIGOS; many vets continue their service through recruiting, help with training, or returning as staff members or volunteers.

Volunteer (Vol): The AMIGOS participant. It should be noted that many other members of the organization volunteer their time as well.

YtoY or YY: Youth to Youth is one of our primary summer projects. This project is similar to a summer camp, where volunteers co-facilitate workshops for children and young people that focus on *team-building*, *creative expression* (arts & crafts, drama, etc.), *environmental health* (environmental awareness, gardens, tree planting) and/or *healthy habits* (physical activity, health education, nutrition).