

ABSTRACT

The term „Volunteering“ as well as its sense has become well-known in today's society. Less knowledge we have about the process of preparations of volunteers before their final involvement in specific projects. This work focus on preparations of volunteers in organizations who operate in the field of humanitarian aid and development cooperation outside the European Union.

The aim of this study is to survey particular phases of the contact between organizations and their volunteers especially the phase of training before sending the volunteers for their mission abroad. Volunteer's comments on the methods of preparations form a part of the work too. To reach the objective, the qualitative research was held, so that it was possible to describe the operating methods in focused organizations. During the research, the direct contact with volunteers and employees of organizations played an important role.

The work is concluded with the survey of ascertained facts and resulting recommendations.

Keywords:

Volunteering, volunteer management, humanitarian aid, international development cooperation, volunteer preparation, training