




**achmea**   
Foundation

Expert Volunteer Assignments  
Information for Organizations





Together, we  
make  
the world a little  
more beautiful!



## Dear partner,

Thank you for considering a partnership with the Achmea Foundation. Sustainable Living Together - everyone deserves that chance. From health to income for now and later for people in vulnerable circumstances in the Netherlands, but also for people in Sub Saharan Africa. At Achmea, we are committed to strengthening the resilience of individuals when faced with unexpected challenges in life. The Achmea Foundation, as Achmea's corporate foundation, is passionately dedicated to supporting innovations that significantly strengthen the resilience of people in vulnerable circumstances.

Together, we aspire to make the world a more beautiful place. Achmea is a large corporate organization with employees with diverse expertise, experiences and backgrounds. They are committed to sharing their expertise during 1 or 2 week assignments (preferably abroad) to help with the challenges your project or organization is facing. A remote assignment is also possible (about 100 hours during 3 months). It's essential to note that we aim for a mutually beneficial collaboration. This synergy occurs when there is a specific and clear demand for particular expertise that aligns with our experts' capabilities. Simultaneously, our colleagues experience significant personal growth by working in entirely new contexts and under time constraints during these intense weeks.

To facilitate an efficient selection process and ensure optimal matches, we've listed essential criteria for an Achmea assignment, they can be found further in the document. If your organization faces challenges or has projects where the support of an Achmea expert could be valuable, and these align with the specified requirements, please complete and return the attached form.

Should you have any questions or require further information, please don't hesitate to contact us.

We eagerly await the opportunity to collaborate with you and contribute to your meaningful initiatives. And of course, to make the world a little more beautiful together.

Warm regards,

**Agnes van Daal**  
Director Achmea Foundation



# Making sustainable impact through four programs

At Achmea Foundation, we advocate for an inclusive society where everyone can participate. Together with partners, we work on structural solutions. Achmea Foundation contributes financially and puts the expertise and talents of Achmea employees. With our initiatives on health and on income for now and later, we can make a lasting difference for people in vulnerable circumstances.

The Achmea Foundation aims to make a sustainable impact on the socio-economic situation of people in vulnerable circumstances in the Netherlands and in Sub-Saharan countries in Africa. With focus on bringing healthcare closer and on income for now and later. We do this with four programs.

ACHMEA  
VOOR  
ELKAAR

IMPACTPLUS

EXPERT  
VOLUNTEER  
ASSIGNMENTS

IMPACT FUND



# Using the expertise of Achmea employees

The Achmea Foundation invests in initiatives by providing expertise to organizations with a focus on people in vulnerable circumstances. By sharing knowledge, we want to make a lasting contribution to high-impact initiatives.

This allows organizations to achieve more or make a faster impact and we create opportunities for the personal development of employees. Organizations with a focus on people in vulnerable circumstances are invited to request relevant expertise.

An Expert Volunteer Assignment lasts one or two weeks and may take place in a Sub Saharan country where the organization operates. Achmea employees can share their expertise and experience. As expert volunteers they contribute to the organizations and develop their own competences and skills by working on exceptional projects/organizations.

The expertise of Achmea employees lies, for example, in the areas of Finance, Marketing, Communication, Strategy, Business Development, IT, Monitoring & Reporting and HR. Through an assignment, our employee develops on a personal and business level, and they also become more interculturally skilled.

EXPERT  
VOLUNTEER  
ASSIGNMENTS





# Criteria and costs

## ☑ **Aligns with Living Together Sustainably**

That is the purpose of Achmea. The partner organization should aim to make a tangible and positive difference in the lives of individuals and communities, addressing crucial challenges within the domains of healthcare and income for now and later.

## ☑ **Inclusiveness**

We expect the partner organization to be inclusive and be respectful towards everyone, regardless of gender, religion or background.

## ☑ **Safety**

Achmea only sends employees to countries where their safety can be ensured, in accordance with advice from the government and local management.

## ☑ **Code of Conduct**

We expect that the partner organization has a Code of Conduct and adheres to this.

## ☑ **Hygiene standards**

The partner organization must maintain high hygiene standards at the project site.

## ☑ **VISA**

The partner organization is expected to assist in obtaining the correct visa for our colleague who will carry out the Expert Volunteer Assignment, e.g. a letter of invitation, explaining the purpose and duration of their visit and documentary evidence of their existing registration as a legally recognized organization.

## ☑ **Knowledge sharing**

The volunteer will share knowledge. Achmea Foundation will not charge costs.

## ☑ **Accommodation**

We kindly request that the partner organization assists in arranging and financing suitable accommodation for the volunteer colleague, taking into account the accommodation has safe and clean lodging facilities with access to clean water and sanitation. If financing the accommodation is not possible, we ask the partner organization to help find a suitable option.

## ☑ **Driver**

We kindly request the partner organization to arrange the services of a driver for transportation from and to the airport, as well as daily local transport between the accommodation and the organization's premises (related to work). For safety reasons we assume transport by car, not a public transport or motorbike.





An assignment  
was done at DEAN  
in 2023

DEAN (Digital Education African Network) is a non-profit organisation that develops practical digital education products and services for primary and secondary schools in East Africa. DEAN has a growing team of trainers in East Africa, particularly in Kenya, who work with schools. DEAN Kenya is expanding and the impact of this new way of delivering projects depends on good teamwork. This was the background against which Achmea's assignment was formulated.

The Achmea volunteer who coached the team did a great job. The team members are more aware of the assumptions they have and how this affects their work and the misunderstandings that arise as a result. During the training and coaching, the participants learned that asking questions is very important to avoid assumptions. They also practised giving and receiving feedback.

The visit of the Achmea volunteer also contributed to a better understanding between the Dutch and Kenyan teams, where cultural differences also regularly lead to false assumptions. There is now more open communication between the Dutch and Kenyan teams. Of course this is an ongoing process, it is not a change that happens in 2 weeks, but we can still experience the changes and refer back to the training topics.

DEAN advises other organisations to work with Achmea Foundation when setting up assignments. While doing this, it is essential to set realistic goals. A volunteer is working with a local team for two weeks in a completely different context, so think carefully about what is feasible and what you can expect from each other. It should be a process where knowledge and experience are shared and in which both parties are equally important. Only then can you create something that sticks for the local organisation and the Achmea employee, who will experience that knowledge and skills are context-bound.

DEAN is very satisfied with the results and looks forward to continuing the cooperation with Achmea Foundation with new assignments.

Company X requires support in the development of a 3 years ICT strategy to help the organization fully harness the investment in technology. It is critical to focus on the planning of strategic projects and focus domains to help communicate with management a clear road map of how ICTs can facilitate the realization of the organization's strategic goals and mission.

The task in hand would require expert coaching and insight on how to evaluate, analyze, plan and develop an effective ICT strategy and implementation workplan for Company X's ICT function.

**Requested expertise**

- Expertise in ICT strategy development and deployment
- Expertise in business continuity solutions
- Training & Coaching capacity
- Analytical skills and ability to listen and understand the local context
- Good communication skills in English (verbal and written)

**Such assignment will be successful if the corporate volunteer:**

- Is flexible in working with people at different technical areas and levels
- Has patience
- Embraces inclusiveness in working with others

Example  
Strategy  
Assignment







## Example Training personal and leadership development

Company Y is expanding and therefore its workforce is growing. The management is fairly new and the same time the company is growing. The employees are very knowledgeable in their fields. But improvement is needed in collaboration and general personal and leadership development.

### Description of assignment

Therefore, Company Y requires personal development and leadership skills training for its employees. This would include topics such as:

- Effective communication (including across language and cultural differences)
- How to inspire, motivate, build trust, and empower team members
- Pro-active problem solving (strategic decision making to avoid anticipated challenges)
- Accountability and integrity
- Time management and effective delegation (including managing “upward”)
- Cultural sensitivity
- Professional etiquette (including written communication, such as emails)

### Requested expertise

Someone who has the following expertise:

- Leadership skills training
- Intercultural skills
- Social skills
- Empathic



# Keen to learn more?

If you wish to learn more about the Achmea Foundation, our Expert Volunteer Assignments and the possibilities they hold for you. Please reach out to Maaïke Blansjaar for further information.



Maaïke Blansjaar



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