

# AN GIANG UNIVERSITY PROJECT

## SUPPORTING SOCIAL PROJECTS AT AN GIANG UNIVERSITY *Solidarités Jeuneses Vietnam's project*

**Project title:** Supporting social projects at An Giang University

**Work:** Volunteers as tutors of English and supporting officers working for Social Science and Humanity Research Center.

**Project owner:** Solidarités Jeuneses Vietnam (SJ Vietnam)

**Partner:** The Social Science and Humanity Research Center (SHRC) at An Giang University.

**Duty location:** An Giang Province, South Vietnam

**Duration:** From 6 months to 1 year

## 1. About SJ Vietnam

SJ Vietnam operates through a network of national non-profit organizations and partner organizations in Europe, The Middle East, Asia, Africa, South and North America, and Australia.

It organizes short-term and long-term international projects, actions of social integration, training activities, international solidarity actions and runs small Youth centers in Hanoi. SJ Vietnam is a full member of UNESCO – CCIVS and NVDA.

Through these actions, SJ Vietnam aims to promote:

- The voluntary participation of all, particularly young people and those in social disadvantaged situations, in local, national and international life.
- Local development that takes into consideration the needs of the individual, the environment and the Cultural Heritages into consideration.
- The breakdown of barriers between generations, cultures and nations.
- A concrete construction of peace.

SJ Vietnam mobilizes young people themselves to bring the values of tolerance and respects for all human beings without any political or ideological cleavage. The management of the organization and all its activities are open to all young people without any discrimination: SJ Vietnam selects its volunteers only based on their motivations and skills. For each activity, national or international, it tries to manage in lowest cost possibility so that it is accessible to everybody.

Basically, the activities of the hosting projects which are organized with volunteers are workcamps (renovation, masonry, carpentry, joinery, teaching, children activities, environment protection, painting, art performance, etc) and long-term projects (local development).

## **2. About the partner: The Social Science and Humanity Research Center (SHRC)**

SHRC is first research institute for social science and humanity, directly under An Giang University, one of the leading universities in the region of Mekong Delta.

Please visit the website of An Giang University for more information

<http://www.agu.edu.vn/en/>.

The major objectives of the research centre are to conduct research activities that contribute to the development of society particularly in the field of social work, education, culture and humanity.

The Centre has established co-operative relations with many universities, entrepreneurs, organisations and individuals in and outside Vietnam.

*The SHRC is committed to:*

- Conduct research activities that contribute to the development of society particularly in the field of social work, education, culture and humanity.
- Supporting the positive development of Vietnamese society through cultural and educational and social activities and the empowerment of individual communities throughout Vietnam
- Promoting the sustainable development of the society
- Working with a wide network of the Vietnamese and international community to achieve these goals.

Focus areas:

- Education
- Social work

- Culture
- Vulnerable population

The SHRC has 16 full-time professional staffs plus volunteers, all committed to contribute to the development of society particularly in the field of social work, education, culture and humanity.

### **3. Description of work**

Volunteers will work as tutors of English, and project officers for SHRC to implement its strategies as following:

- Assist local staff to improve their English language skills and to take active and efficient roles in program coordinating
- Assist in preparing proposals for international programs on UNDP projects or NGO project and calling for cooperation to develop these programs from universities, ministries, agencies, entrepreneurs and organizations in Vietnam and abroad
- Consult and assist in coordinating and implementing international programs
- Help to organize international seminar series, seminar subjects, conferences, forums and short-term training courses, within the frame work of SHRC
- Liaise and partner with professionals, government, other NGOs and international organizations for the benefit of vulnerable communities in Vietnam.

#### **4. Project Objectives:**

The center hopes to give better education and development to community.

- The center's aims: Local staff is trained with skills and methods to better co-ordinate international programs
- Majority of international programs are successfully realized with the cooperation of foreign partners
- Co-ordinating activities and services of SHRC are improved with new and creative approaches
- Seminars, conferences, forums and short-term training courses are held within the SHRC
- To become a bridge between communities and policy makers and
- To use the media as a tool for community development.

#### **5. Duties and responsibilities**

- Teach English for the staffs
- Implement the center's projects to reach its target/ aims

#### **6. Work arrangement**

- Working place is Long Xuyen city, An Giang province
- Volunteers will work around 6 hours/ day and have 2 days off/ week.
- Volunteers will have timetable for their work, they will work with help of Vietnamese people at project site.
- Volunteer shall be provided with sufficient and well-arranged working facilities, including a private corner in an air-conditioned room, a computer

with Internet access, a shared printer and many helpful and friendly colleagues

- Volunteer will be provided a basic room in our international guest house as well as the monthly allowance for transportation.

## **7. Qualifications and experiences**

- Fluent in English
- Previous English/ computer teaching experience is an asset.
- Bachelor degree in fields of Social Science, Social Administration, Social Planning and Development, international relations, public relations, development studies or equivalent
- Program and project management experience, including program planning and development
- Volunteers should have soft skills such as motivated, enthusiastic, patient....etc
- Strong inter-personal skills, and experience in working with a wide variety of people, cultural sensitivity.
- Adapting quickly with local environment (basic accommodations, transport, local food etc...)

## **8. Participation fee**

220 EUR/month. This fee includes food, transportation and basic accommodation. Volunteers will pay all their participation fees one time for their sending organizations or directly to banks and fees will be transferred for SJ Vietnam before volunteers come to Vietnam. Volunteers have to bring the receipts

for SJ Vietnam. If they do not pay their participation fees before coming, they will be in the waiting list. They can stay longer or less than couples of months but they are supposed to pay for the whole months and may be a half as well. For example, if volunteers stay for 3 months and 10 days in the LTV house, they are supposed to pay for 3 months and a half (it means they will pay 770 EUR); if they stay for 3 months and 20 days, they are supposed to pay for 4 months (it means they will pay 880 EUR). If volunteers have holiday in the middle of their voluntary durations, the holiday duration will still be considered as their voluntary time so volunteers are supposed to pay for the holiday duration. If they have holiday after finishing all voluntary work with SJ Vietnam, they do not have to pay for that.

Following is the address to transfer fee:

*Account name: SJ Vietnam*

*Account number: 4054928*

*Address: ANZ Hanoi Branch*

*No 14, Le Thai To Street, Hanoi, Vietnam*

*Swift: ANZBVNVX*

*Telephone: +84 438258190*

*Fax: +84 438258188/9*

## **9. Application procedures**

Interested candidates should email detailed Resume (CV) and an application letter to their voluntary sending organizations.

The national voluntary organizations have to send their candidates' CVs to: [in@sjvietnam.org](mailto:in@sjvietnam.org). Our incoming coordinator is responsible for accepting volunteers.