

SUPPORTING EDUCATIONAL AND SOCIAL PROJECTS

Solidarités Jeunesses Vietnam's project

Project title: Supporting educational and social projects

Position and title of post: Volunteers as tutors and supporters for educational and social projects in Vietnam.

Project owner: Solidarités Jeunesses Vietnam (SJ Vietnam)

Partner: Center for Support and Development of Education and Culture (E&C center)

Duty location: Different provinces in Vietnam

Duration: At least 3 months

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: Center for Support and Development of Education and Culture (E&C Center):

The E&C Center is a Vietnamese non-government organization, and partner of The Vietnam Union of Science and Technology Association (VUSTA).

E&C Center was established on 8th December, 2008 (as per decision No 1781/QD). Since that time, it has developed projects offering improved education for poor children in the Highlands; vocational education for the disabled; traditional playgrounds for poor children; an educational program for disadvantaged youth; and teaching English to children through active learning.

It has also managed to establish many professional partnerships professional partnerships that support and promote our program activities _

The E&C Center is committed to:

- Supporting the positive development of Vietnamese society through cultural and educational activities and the empowerment of individual communities throughout Vietnam
- Promoting the sustainable development of our society
- Working with a wide network of the Vietnamese and international community to achieve these goals.

Focus areas:

- Education and Culture
- Community Projects
- Disadvantaged Communities

The E&C Center has 5 full-time professional staffs plus volunteers, all committed to providing opportunities for the disadvantaged of Vietnam.

3. Description of work

• Volunteers will work as tutors of English, and project officers for E&C Center to implement its strategies as following:

• Develop, facilitate and evaluate specific projects to meet the needs of disadvantaged communities;

• Provide educational opportunities to children, disadvantaged youth, university

• students, people with a disability, parents and other groups;

• Develop projects that introduce the best of modern knowledge of teaching and educational methods to Vietnamese audiences and professionals.

• Liaise and partner with professionals, government, other NGOs and international organizations for the benefit of disadvantaged communities in Vietnam.

4. Project Objectives:

The center hopes to give better education and development to communities. The center's aims are:

• To empower communities to identify their needs and work to improve their situation;

• To become a bridge between communities and policy makers and

• To use the media as a tool for community development.

• To improve English skills for local communities who have less access for language courses.

5. Duties and responsibilities:

- Teach English for disadvantaged people and local communities in Vietnam.
- Implement the center's projects to reach its target/ aims

6. Work arrangement:

- Working place is in Hanoi and different provinces.
- Volunteers will work around 5 hours/ day and have 2 days off/ week.
- Volunteers will have timetable for their work, they will have support from Vietnamese in project sites.

• Volunteers will have a basic accommodation and food supported by SJ Vietnam or local partners. The details of the accommodation will be provided before the volunteers' arrival in Vietnam

7. Qualifications and experiences

- Fluent in English
- Previous English teaching experience is desirable.
- Have knowledge and experience in working with NGOs.
- 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.
- Commitment to volunteerism, considerable experience as a volunteer
- Adapting quickly with local environment (basic accommodations, transport, local food etc...).

8. Participation fee

220 EUR/month for volunteers working in other provinces and 250 EUR/month for volunteers staying in host families. 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, they are supposed to pay for 3 months and a half (it means they will pay EUR 770 / EUR 875); if they stay for 3 months and 20 days, they are supposed to pay for 4 months (it means they will pay EUR 880 /EUR 1000). 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. Our incoming coordinator is responsible for accepting volunteers.