

## **EVS project**

**Duration of the activity:** between 01st October 2017 until 30/06/2018

**Coordinating and Sending Organization:** RGDTs Nonprofit Kft

**Hosting Organization:** ProAtlântico – Associação Juvenil

### **Description**

ProAtlântico - Associação Juvenil is a non-profit youth organization, founded in 2001 in Oeiras (Portugal) and carries out projects with children, young people, elderly people, and disabled people.

In 2003 we started to work in Youth Programme and we took part and organized several youth exchanges in the last years. We took part in several training courses and seminars around Europe. We are sending, hosting and coordinating organization in EVS. Since 2006 we hosted more than 150 European, South American and Asian volunteers and sent more than 400 volunteers abroad to Europe, Africa, Asia and South America.

Today ProAtlântico with his 13000 members, gives special attention to people in need and to those with fewer opportunities, aiming to give people the chance to establish contact with other cultures, in order to help them to find ways to deal with their own problems and to break the existing prejudices.

### **Profile of the volunteer**

The project requires that the volunteers must be very human, self motivated, proactive, creative, with handwork skills, with self-initiative, willing to take on new challenges, very flexible and ready to help in different tasks of the children/young people education and life.

A high motivation to work with children and young people and special interest on music, dance, theatre, sports, cooking, computers, handicrafts, gardening, history, can be an added value, since these areas their fields of interest and will be the way to reach their attention. So, is expected the volunteers have a positive attitude, patience and good listening capacity.

The volunteers must be open minded and tolerant to work with people with fewer opportunities with different backgrounds and affected by different problems (ex: education difficulties, coming from broken families/orphans, young people with mental illnesses, with low economic resources, high cultural differences, etc.).

Therefore is important to have good adaption to different realities and ready to live with different conditions and environments they are used to in their original country.

The volunteers should have motivation to help youngsters with fewer opportunities to discover special skills to increase their chances to be employed. The volunteers might have interest to run workshops to unemployed young people about the benefits of participation in non-formal projects from Erasmus + Program in order to improve their skills and help them to integrate the labor market.

### **Tasks of the volunteer**

#### ACTIVITY 1-PROATLÂNTICO SUPPORT:



- Office: Help the team with administrative tasks; make contacts with European partners to establish partnerships; do posters for activities, edit the webpage of ProAtlântico, create flyers for divulgation of ProAtlântico projects, take photos of the activities, make promotional videos about ProAtlântico, etc.
- Logistic Support: in Summer Camps, New Year's Eve, sports tournaments, cultural activities, intercultural evenings, pic-nics, festivals, training courses, youth exchanges, workcamps, and other events. It includes moving furniture, shopping, organisation and transport of materials and people, cleaning, decoration, building stages, cooking, etc.

- Help in the creation of activities (workshops, leisure time activities, courses, etc)
- Support in the activities
- Promotion of Casa Europa in the community

## ACTIVITY 2 - CASA EUROPA.

The volunteer will have opportunity to cooperate in the following activities:

- Senior Academy - painting, decorative arts, tapestry, embroidery, jewellery, philosophy, astrology, mathematics, languages, creative writing, computers, photography, nutrition, music, instruments, singing, oriental dances, ballroom dancing, theatre , meditation, yoga, pilates, among others.
- Training Centre – support in a varied range of courses for youth and adults (techniques, languages, entrepreneurship, information technology, among others).
- Study Room – help in the a room with access to computers and internet for young people to study and perform group work.
- Residence – help in the residence to welcome young and elderly foreigners during non-academic periods so that they can learn from our young and old, thus enhancing an exchange of experiences and knowledge. exchange.
- Volunteering Bank – help in the operation of Volunteer Bank for voluntary integration in volunteer projects in local institutions, organizing the needs of volunteers of the social partners, making the screening of volunteers, giving initial training volunteering and following up these in your projects.
- Outdoor area – help in activities developed there: markets and fairs with several framed themes to local needs: organic market, exchange market, Christmas grocery, reading market, grocery store of jewellery,



animal fair, fair flea and antiques, fair of crafts, medieval fair, job fair, fair esoteric, fair volunteer fair health and social fair, etc.

ACTIVITY 3 - YOUTH CENTRE SUPPORT: local community or immigrants or ethnic minorities (African, Chinese, East Europe or Roma communities).

Tasks:

- Creation and implementation of a calendar of daily activities of the Youth Centre: games, group dynamics, workshops, handicrafts, theatre, dance, sports, music, etc.
- Organisation and cleaning of the space of the youth centre for the activities
- Activities during holidays related to special events (ex: Christmas theatre play, build Carnival masks, games with Easter eggs, Summer camps, birthday parties, etc.)
- Give school support to children/young people with more difficulties
- Assist on computers use
- accompany children in external activities like go to the beach, Zoo, etc.
- help to give meals to babies and small children



ACTIVITY 4 - FOSTER HOME - work with kids from different ages from babies to young people

- leisure time activities for the young people, mainly on the period after school until dinner time;
  - parties and special events/intercultural activities;
  - organization of the house and separate offers from the local community
- help in external activities



- help to give meals to children and young people
- support daily routines

#### ACTIVITY 5 - SCHOOL SUPPORT:

- Promotion of games and activities during the school breaks
- Give support to the teacher inside classes, helping the children to do exercises, especially those with special needs;
- Help the students to do homework or to study some specific subject
- Promote creative workshops like painting, singing, dancing, theatre, sports, etc.
- Take part in school events like: Parties: Christmas, School birthday, Farewell, Sports Week, Intercultural Week, etc.
- Going out of the school in study visits with the children/young people and teachers
- Participate in school clubs related to: Europe, Sports, Theatre, Dance, etc.



#### ACTIVITY 6 - SENIOR DAILY CENTRES:

- handicrafts, dance, games, gymnastics, etc.
- help in meals time
- activities during holidays related to special events (ex: Christmas theatre play, build Carnival masks, games with Easter eggs, Summer camps, birthday parties, religious events, etc.)



## ACTIVITY 7 - OCCUPATIONAL ACTIVITIES CENTRE & RESIDENCE FOR PEOPLE WITH DISABILITIES:

- collaborate in adapted workshops (ceramics, painting, decorating, etc.)
- feeding & hygiene routines (help to give meals to residents)
- therapeutic and leisure time activities (traditional games, newspaper, playroom, etc.)
- sports activities (boccia, water adapted activities, etc.)
- recreational activities (tours, walkings, parties, etc.)



### Activity 8 – Food bank

- Support in the reception/division of food donated
- Support in the distribution of food to poor families
- Organization of workshops to empower the families supported by the food bank

**Notice:** The volunteer probably will not be involved in all these activities, it will depend of the motivation of the volunteer and the need of volunteers in each activity along the project.

Volunteers will also do tasks of Divulgation of Erasmus + (in schools, Universities, youth clubs and youth events):

- Organisation of exhibitions, presentations and conversations with Portuguese young people or future EVS volunteers to motivate young people to be more active or give visibility to their EVS project;

- Inform young people about the EVS experience as a volunteer in Portugal and also provide information about some aspects of the volunteer's country (ex: culture, language, cultural places, etc.).

In these activities, the volunteer has to use the clothes provided to that activity (t-shirt, cap, etc).

### **Monitoring**

During the project the volunteer needs to make weekly evaluation to give to the mentor and make a monthly evaluation report to give to ProAtlântico.

### **Dissemination**

Each month, the volunteer must write a small article about his/her EVS experience and add some photos to be used in social media to promote EVS.

### **Timetable**

The volunteers will collaborate 35 hours per week during 5 days a week (30 hours of activities + 5 hours for trainings, language support, mentorship meetings, reports, etc.). Although, the volunteers might work different hours per day.

The schedule will be defined by the hosting organization on arrival of the volunteer and it can change according to the activities.

The volunteers will have 2 free days each week that can vary from week to week according to the needs of the hosting organization. However, when the hosting organization has activities on volunteer's free days and the volunteers are asked to work, they might have to choose another free day, since the collaboration of the volunteers is important.

It is not possible to work more hours in each day to have 3 days free each week. It is needed to work 5 days each week.

The volunteers have the right to take the Portuguese National official holidays as free days, when they match with working days.

The volunteers will have 2 days of holidays per month for the duration of the project, to be taken in agreement between the volunteers and the team. The volunteers can join the holidays or take them by month. The volunteers must discuss with the project supervisor from the hosting organization the dates of holidays at least one month before.

### **Conditions:**

#### **FOOD**

ProAtlântico – Associação Juvenil will provide €150,00 (every 30 days) to cover costs of food and extra expenses (ex: cleaning materials, ...) during non-working time. The volunteer can use the food money to buy own food, cook in the apartment, eat in a restaurant, etc.).

During working time the receiving organization provides suitable meal in the organization's facilities, which is based on a Mediterranean diet.

It is not possible for the volunteer to get money instead of the food provided during the working time.

#### **ACCOMMODATION**

ProAtlântico provides accommodation in an apartment, University residence, hostel, hosting family or at Casa Europa, in multiple bedroom with fully equipped kitchen, toilet and living room.

The costs with electricity, water, gas, TV and Internet are covered by the project. The volunteers will have towels and bed clothes for the entire period of the project.

It is not possible to get a single room. The rooms are always shared with another volunteer of the same gender.

It is not possible for the volunteer to find his own accommodation and get money for it.

Host guests and animals and Couch Surfing is not allowed in the accommodation provided by ProAtlântico.



ProAtlântico can help you to find a cheap place for accommodation for your friends or relatives.

### **LOCAL TRANSPORTS**

A monthly local transport allowance is provided by the receiving organization that covers at least the costs between the accommodation and project place. The volunteer must ask for receipt and keep it safe to give to the receiving organization team in order to be reimbursed.

### **How to apply?**

Send e-mail with CV, motivation letter and application form to your coordinating organization and they will send it to ProAtlântico.