

## Volunteering activities PROJECT DETAILS

General Information	
Project title	<b>"Volunteering activities for children in Maternity center, Social services"</b>
Project start / duration	<b>1.01.2019 - 31.5.2020</b>
Hosting organization Accreditation reference	RADKA z. s., Chomutovská 1619, Kadaň, Czech Republic 2015-1-CZ01-KA110-012676
Duration of EVS activity	<b>12 months</b>
Number of volunteers hosted	<b>3 EVS volunteers</b> from 3 different countries (18-30 years old)
Project Overview	
<p>This is a 12 months EVS project with 3 volunteers from different countries hosted by non- profit organization RADKA z. s., Czech Republic.</p> <p>The project objectives are:</p> <ol style="list-style-type: none"> <li>1) to involve youngsters in a meaningful voluntary work with children and adults</li> <li>2) to provide volunteers with opportunities for personal growth and development of competences, as well as encouraging their creative expression and intercultural dialogue within local community.</li> </ol> <p><i>Below you will find more information about hosting organization and proposed activities for volunteers.</i></p> <p>The main topics of the project will be:</p> <ol style="list-style-type: none"> <li>1) children care (Maternity Center, Kindergarten, Preschool club),</li> <li>2) leisure activities, events</li> <li>3) personal growth and development</li> </ol>	
Venue – Kadaň, Czech Republic	
<p><b>Czech Republic</b> is located in the Central Bohemia, it has common borders with Germany, Austria, Slovakia and Poland.</p> <ul style="list-style-type: none"> <li>• Capital: Praha (Prague)</li> <li>• Largest cities and towns: Brno, Ostrava, Hradec Králové, Plzeň, České Budějovice, Karlovy Vary, Ústí nad Labem, Jihlava, Olomouc, Zlín, Liberec</li> <li>• Landscape: forests, mountains, lowlands, highlands, valleys, plenty of rivers</li> <li>• Population: more than 10 million people</li> <li>• Religions: Roman Catholic, Evangelic, the Czechoslovak Hussite and Orthodox (the choice of the biggest)</li> <li>• Currency: CZK</li> <li>• Membership: The United Nations, NATO, OECD, WTO, the International Monetary Fund, the World Bank, the Council of Europe, etc.</li> <li>• Country code: CZ</li> <li>• Calling code: +420</li> </ul> <p>For more information look here: <a href="https://en.wikipedia.org/wiki/Czech_Republic">https://en.wikipedia.org/wiki/Czech_Republic</a></p>	

**Kadaň**, is a city in the region of Ústí nad Labem in Czech Republic. The city lies on the banks of river Ohře. Although it is situated in an industrial part of the Czech Republic there is no major industry within the city and people usually work in offices or have to commute. There are two large power plants nearby (Tušimice and Prunéřov). Kadaň is a tourist centre with highlights being the Franciscan Monastery and the historical square with late Gothic Town Hall Tower. It is also a town with the narrowest lane in the Czech Republic - Katova ulička with only 66.1 cm.



### Living Environment, Practical Arrangements

Accommodation	rented and well equipped apartment in the city /each volunteer will have thier own room, shared kitchenette, bathroom and toilette		
Transportation	within the city - by foot or by public transport		
Pocket money	4 EUR per day		
Food	~ 130 EUR per month to shop at grocery stores		
Personal support	<b>Mentor</b> contact we will get on place	<b>Coordinator</b> Mgr. Hana Vodrážková radka@kadan.cz +420 737 734 716	<b>Project Coordinator</b> <b>Deny Dlouhých</b> evs.radka@kadan.cz +420 739 677 608
Insurance	EVS insurance plan: <a href="https://www.cignahealthbenefits.com/en/plan-members">https://www.cignahealthbenefits.com/en/plan-members</a>		
Communi-cations	internet access in organisation and in the place of residence		
Free time	EVS volunteers will be informed about the possibilities of leisure activities		

## Hosting organization – RADKA z. s.

The organization was founded in 2003 as a help for families and children in many kinds of their needs. Our aim is to develop missing services in a region and improve a life quality of local adults and children. Our goal is to become a professional non-profit organization which targets on leisure time, education, social services and volunteering.

We are successful, now there are six centers in our organization - Maternity Center (MCR) - leisure activities for families with children (locomotion, creation, music, languages); Swimming Center (PCR) - baby swimming and pre-swimming instruction for children; Volunteering Center (DCR) – coordination of volunteers in 7 accredited programs for people in need (children, long-term patients, seniors, culture, drug addiction, etc.); Educational Center (VCR) - retraining of long-term unemployed in 3 accredited courses; Social Center (SCR) - 2 registered services - social activation for families with children and counseling, where we work with the Gypsy community, too. Within the Centre of International Cooperation we are cooperating with foreign partners in short term or long term projects and we are inspiring each other. We have dozens of foreign partners from all over the Europe in the area of work with youth and children, volunteering and social work.

We have quality competent team of about 30 workers with high school and university degree and many years of practice.

Our organization is open for the whole week, all year, with an average attendance of 15.000 people a year.

We opened private Day nursery and Kindergarten with special educational program and with capacity of 40 children in 2011. In 2015 we opened continuing primary school. It has the total capacity about 70 children at first stage. More information about our organisation you can find on the website:

<http://www.radka.kadan.cz/>

## Activities or tasks of volunteers

Volunteers will be selected primarily according to their motivation and interest in the offered activities - leisure activities, social services or kindergarten. The advantage is the previous experience of working with children (in the family, leisure), respectively useful skills and qualities (patience, optimism, creativity, responsibility, etc.).

We prefer people with fewer opportunities (problematic social inclusion - family problems, young people from the foster home, inadequate focus of study, unemployed graduates, etc.). We ask our partners to extensively present the project in collaboration with other local partners and provide thus the opportunity of participation for people with limited possibilities. Because we have social center, we can continue in work with them individually. If necessary, we are ready to support volunteers economically, too.

For the quality of service is required basic knowledge of English (or German) and the interest in learning the Czech language.

We welcome 3 young people at a time, who are looking for a change in their lives, who want to see new experiences and learn new skills. Each of them will work in different center/service, but they can meet and cooperate at the events.

We provide varied activities in which everyone can find what suits him the best and we can help him to develop it (types of leisure activities, children's age group...).

Volunteer in Maternity center will work with the assistant and will participate on daily leisure program for parents with children (1-4 years) in morning time (8 a.m. - 1 p.m.). Regular morning program such as music, physical, art and play activities takes place in the center every morning and the volunteer will be part of it.

They will also participate on afternoon program for children 4-12 years old according to a week schedule: 2-3 times per week for 1 hour between 3 p.m. to 6 p.m. We run activities such as art, music, language, IT courses, swimming courses and work out lessons. The involved volunteer will assist with related publicity (design, printing, distribution) as well. Once a week for 1 hour he or she will attend language classes for adults in their native language or English.

They will take part on school discussions about publicity of EVS too.

Volunteer in Social center will help the assistant 3 times a week with non-formal leisure activity program for parents with children of the age of 2-6 in morning time (8 a.m.-1p.m.). It is a social activation service in our Pre-school club. He or she will also participate in the management of School club once a week for 2 hours in the afternoon for children 6-12 years. The involving volunteer will take a part in realization of day summer camps as well as in long-term summer camps during the summer. He or she will also participate in occasional events for families (about twice a month in the afternoon on the weekend - at traditional festivals and creative workshops, etc.).

Volunteer in the Kindergarten and Day nursery will assist a teacher according to day mode shifts (6 a.m. - 5 p.m.) Our Kindergarten provides varied educational program, including teaching English by play, therefore the volunteer with good English is welcome.

Volunteers will also participate in summer city camps, eventually residence summer camps. City camps are held every weekday between 8 a.m. and 4 p.m. and include a variety of leisure activities for children from 3 to 15 years old. Residence summer camps include weeklong stay in the countryside with adventure program for children 7-15 years old (in tents with wooden base, with dry toilet, with a field kitchen, without electricity).

### Proposed time schedule

Monday – Friday	6 hours working day ( <i>including Czech language training and meeting with teachers, coordinator and mentor</i> )
Saturday - Sunday	days off ( <i>or 2 free days in a row during a week in case when EVS volunteer participates in a weekend activity</i> )
Public holidays	days off
Holidays/vacation	additional 2 free days per month ( <i>EVS volunteers will have several holiday periods corresponding to the hosting organization holidays</i> ).

### Language support and trainings, certificate

1. Czech lessons will be taught by professional teachers and will take place twice a week.
2. RADKA z. s. will make sure that all of our EVS volunteers will take part in both the On-Arrival training and in the Mid-Term evaluation organized by Czech National Agency.
3. Upon arrival to RADKA z. s., EVS volunteers will be inducted on the aspects below:
  - administrative, health and safety procedures and inner regulations
  - the aims, objectives and activities of the EVS project they are involved in
  - their individual learning plan, and *YouthPass* Process with their mentor.
4. At the end of the service each volunteer will receive his/her *YouthPass* Certificate.

### Candidates applying for voluntary work should meet following requirements:

- be available for the whole duration of the volunteering period and pre-departure training;
- strong motivation for work in selected area (not necessary the previous experience in working with children);
- open minded, eager to work, interested in animation activities and preparation of workshops;
- must be active, flexible, creative, responsible, with good communication skills, ready for team work;
- without substance abuse or criminal history.

#### Documents for applying:

**CV and motivation letter**, please, send on e-mail:

evs.radka@kadan.cz.

*In case of any questions, don't hesitate to contact us!*

#### Documents to be submitted before arrival:

**Public authority paper for not having a criminal history.**

\* translation in English can be approved by the Sending Organization