

International Volunteering project “Keep Calm & Be a Volunteer” – 2018-1-PT02-KA125-004922

Dates of the activity: 1st February 2019 until 27th September 2019

Coordinating Organization: ProAtlântico – Associação Juvenil

Hosting Organization: Centro Comunitário e Paroquial de Nossa Senhora das Dores

Description:

The Centro Comunitário Paroquial de Nossa Senhora das Dores (CCPNSD) is a private solidarity social institution that was funded in 1985.

CCPNSD It's an open structure to all the community that develop it's daily action supporting children, young people, elderly and families, providing care and the adequate solutions to every problem/situation, in order to contribute to the psychosocial well-being of the population.

The CCPNSD works according to the canon and civil law. It's goals are:

- Contribute to the integral human development
- Strengthen the sense of community
- Support and help to solve the needs of the community

The CCPNSD provides the following services to the local community:

- Day Care Centre (65 elderly)
- Home Support (32 elderly)
- Pre-school (44 children)
- After-school activities (56 children and young people)
- Food Bank (50 families)
- Social Canteen (50 people)

Profile of the volunteer:

The profile of the volunteer will have general requirements: proactive, motivated to work in a social housing environment, with sense of responsibility, like to work in a team, flexible, with handwork skills, with communication ability, mature to work with social and economic disadvantaged community.

A high motivation to work with children, young people and elderly and special interest on music, dance, theatre, sports, cooking, computers, handicrafts, gardening, history, photography, arts, 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.

We will look for volunteers who are interested in working with a commitment to volunteering and had chosen our project because of the experience and development they will gain not only because it's in Portugal.

Tasks of the volunteer

The role of the volunteers will be mainly to help the team of CCPNSD to create a healthy environment, and open the horizons of the community, especially children, young people and elderly.

Therefore, the volunteers have to give a lot of care and transmit a feeling of confidence in their relation with the community. This can be achieved by creating a good relationship and earning their trust.

The volunteer will be integrated in the after-school activities facility: Casa de São Bento and in the Day Care centre for elderly people.

The main tasks of the volunteers are:

CASA SÃO BENTO:

- Pick up children from primary school up to Casa de São Bento (about 10 minutes walking);
- Support and Distribute the afternoon snacks;
- Implement and support entertaining and leisure time activities;

- Implement and support recreational activities (handicrafts, games, sports, theatre, etc.)
- Create a weekly activity for the children and young people

DAILY CARE CENTRE:

- Implement and support entertaining activities for elderly people or establish friendly relationships

Volunteers are also invited to give ideas about activities they want to promote with the customers, like make presentation of their country of origin through a gastronomic activity, musical, or others, based on their own experience or sensitivity.

The activities will be done always under the supervision of the team from the institution.

The volunteers also have the chance to implement a personal project with a financial support from ProAtlântico.

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

- Organization of exhibitions, presentations and conversations with Portuguese young people or future volunteers to motivate young people to be more active or give visibility to their project;
- Inform young people about the volunteering experience as an International volunteer in Portugal and provide information about some aspects of the volunteer's country (ex: culture, language, cultural places, etc.).

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

All International volunteers are supposed to organize at least one intercultural event about their country and culture and participate in events promoted by other volunteers

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 volunteering experience and add some photos to be used in social media to promote this kind of projects.

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 consecutive 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.

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

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

TRAVEL

The volunteer is entitled to one return travel ticket between the sending and the receiving country. The sending organization will help the volunteer to purchase tickets. If the cost of the ticket is more expensive than the amount of money approved, the volunteer will be responsible to cover the difference. An itinerary must be sent to ProAtlântico to get an approval before the ticket is bought.

Volunteers from Finland - 530,00 euros for both ways

Volunteers from Slovakia- 360,00 euros for both ways

The calculation of the travel cost of each country has in consideration the place of the sending organization. In case the departure place of the volunteer is different, a justification must be given, and a new calculation must be done using the distance calculator from European Commission, available at the official website:

http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm.

The amount of the travel costs that can be reimbursed can be different. It can decrease, but it can't increase.

FOOD

ProAtlântico – Associação Juvenil will provide 5€ per day 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 a suitable meal in the organization's facilities, which is based on a Mediterranean diet. It is important to refer that this project doesn't provide Vegan meals.

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 double 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 to cover 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 to be reimbursed.

POCKET MONEY

The volunteer will receive a pocket money for personal expenses of 5,00€ per day.

LINGUISTIC SUPPORT

ProAtlântico guarantees that the volunteer will have online linguistic support available in the European Commission Platform.

Before the activity starts, the volunteer is asked to make an online test. A new test will be made in the end of the activity to assess the level of learning of Portuguese language.

Learning Portuguese language will depend much of the volunteers work at home and in their daily contact with the local community.

HOW TO APPLY?

Send e-mail with CV, motivation letter and application form to applicationsportugal@proatlantico.com with the subject 7990 – KEEP CALM AND BE A VOLUNTEER – Name of the Volunteer.