

Become one of the

# SCHUMAN

## VOLUNTEERS

and start your European journey with us!

### CALL FOR VOLUNTEERS

The Polish Robert Schuman Foundation is searching for 2 volunteers who would like to join our European Solidarity Corps project **"Schuman Solidarity Crew"**

**For now we have 2 vacancies in 2 different special kindergartens:**

- **Special Kindergarten 245, Warsaw, January-September 2020 (9 months)**
- **Special Kindergarten 393, Warsaw, January-July 2020 (7 months)**

**Detailed descriptions of the organizations you can find on next pages.**

**The 2 volunteers will join a group of 16 volunteers who already started their activities in the hosting organizations.**

Within the project volunteers are hosted in 8 different hosting organizations:

- 3 special kindergartens for children with disabilities (Warsaw),
- regular kindergarten for children with special nutritional needs (Warsaw),
- primary school with integrative classes (Warsaw),
- Association of Developing Children's Activity "Chance" – ngo focusing on providing best possible development, increasing the educational conditions for children and raising the quality of work in early childhood education (Warsaw),
- European Integration Club at the School Complex in Wojkowice – non-formal European education for members of European Integration Club and school students (Wojkowice in the Silesian region),
- The Polish Robert Schuman Foundation in Warsaw.

Increase with us your intercultural experience, improve personal and professional competences in special/European/civic/integrative education in formal and non-formal curriculum, share your experience and knowledge with others and join our Crew!

This project is a part of a 3-years long volunteering partnership coordinated by the Polish Robert Schuman Foundation. Detailed description of the organizations, volunteers' tasks dates of mobilities below.



## WHO ARE WE SEARCHING FOR?

We are looking for volunteers aged between 18 and 30 years, legally residing in one of the participating and partner countries. We seek a balance of varied ages, genders and nationalities amongst our volunteers. As required by European Solidarity Corps programme, all candidates from the European Union must be registered in [European Solidarity Corps database](#).

No specific knowledge, skills or experience is required as the necessary ones can be acquired during the project. We are not looking for experienced volunteers but those who would learn a lot during the service in a particular hosting organization and are strongly motivated.

Apart from personal motivation of volunteers our requirement is volunteers' strong will of learning Polish language after selection procedure successfully ends. We need selected volunteers to know a few crucial phrases. Why is this important? Because they will work with children with disabilities and youth, which often do not speak English or any other language.

## HOW TO APPLY

We ask each candidate to send us filled out **OUR APPLICATION FORM**. Candidates can add other documents/personal presentations/ videos/photos/motivation letters to the application form, if they want but please know that applications without our form will not be taken into consideration. The recruitment procedure will take place through European Solidarity Corps portal.

**Please send applications to: [volunteering@schuman.pl](mailto:volunteering@schuman.pl). In the title please write: APPLICATION 2019. We will contact the candidates with best applications and arrange skype/phone interviews. The applications will be analyzed as received so do not wait for the deadline ;)**

## COMMON ACTIVITIES

To integrate all volunteers, apart of activities in particular hosting organization, common activities for all Schuman Volunteers will be organized. All Schuman volunteers:

- will write **blogs** dedicated to their experience in the form of articles, photographs, audio/video materials. If you secretly dream of becoming a published author – you are in luck! Each month the volunteers write (at least) one article about their volunteering experiences in Poland. These posts are published on the Foundation's website and/or Facebook. Blogs of previous and current volunteers you can find on the website [www.erasmus.schuman.pl](http://www.erasmus.schuman.pl),
- will organize **local activities** – workshops/activities in cultural centers, libraries and ngos to share intercultural experience among people from small societies. They will present their countries, cultures, share volunteering experience and promote European Solidarity Corps during workshops/activities addressed to youth, people with fewer opportunities, seniors,
- will take part in preparation of the **Schuman Parade & Schumanville**, events organized by the Schuman Foundation to celebrate Europe Day in the center of Warsaw. Volunteers together with their hosting organizations and the Schuman Foundation will plan & organize one tent in Schumanville devoted to European volunteering & raising awareness about the needs of people with disabilities,
- will take part in **“internal on-arrival training”** organized by the Schuman Foundation. The first days followed by volunteers' arrival to Warsaw will be spent altogether, not in particular hosting organization. Schuman Foundation will prepare integration activities, trainings and will deal with some organizational things,
- will participate in **monthly meetings**. Once a month all Schuman Volunteers living Warsaw (and sometimes also those in Wojkowice) will have a meeting in the Foundation and occasionally outside the Foundation. These meetings organized to spend time all together with volunteers and coordinators, the coordinators always prepare activities for the volunteers: concerning evaluation of last month, preparing common activities or just integrating.

## PRACTICAL ARRANGEMENTS

**Pocket money:** each volunteer will get the amount of 120€ (in Polish currency – Polish złoty) per month – in cash or by a bank transfer (if they open a bank account in Poland).

**Food money:** each volunteer will receive a certain amount of money for food per month (90-110€ in Polish currency, depending on the exchange rate of the project)

**Local transport:** transport cards are provided – for volunteers in Warsaw a card for area 1 (strefa 1) is provided. The city has 2 areas of transport, however area 1 includes all main districts of Warsaw. In Wojkowice the volunteers will receive a travel card for all Silesian agglomeration. Small cities like Bedzin and Wojkowice are interconnected so when you go by bus you can hardly notice when one city ends and another begins.

**Accommodation:** The Schuman Foundation will provide accommodation for the volunteers – the volunteers will share flats. The apartments will be rented by the Foundation for the entire time of volunteers' mobilities and it is equipped with all necessary utilities. Volunteers are obliged to keep the flat clean :) In **Warsaw** volunteers will live in 3 apartments. Up to 6 volunteers share the apartment. Often volunteers share a bedroom with another volunteer. Volunteers hosted at **Wojkowice** will live in Będzin, a town close to Wojkowice. It takes about 30 minutes to get from the flat to the school by bus. In Wojkowice 2 volunteers will share a flat, each will have own bedroom.

Living costs (cost of water, electricity, internet, etc.) will be covered by the Schuman Foundation with a limit up to 90-110 złoty per month (depending on the flat and heating season).

**Language support:** for volunteers with no knowledge of Polish (up to A2) online course will be provided. For volunteers with any knowledge of Polish (more than A2), language course at language school will be organized – for the first 2-3 months, 1,5 hours twice a week.

**Polish phone card:** will be provided by the Schuman Foundation :)

**Insurance:** Volunteers from the European Union are obliged to have European Health Insurance Card, if possible. If not, they are required to have a confirmation that they are not authorized to receive one. The Supporting Organization is responsible for enrolling the volunteer to insurance plan at CIGNA insurance company, which is valid only if EHIC is not applicable.

**Travel to&from mobility:** the costs are covered up to limits of the European Commission based on the travel distance:

- For travel distances between 10 and 99KM: 20 EUR per participant
- For travel distances between 100 and 499 KM: 180 EUR per participant
- For travel distances between 500 and 1999 KM: 275 EUR per participant
- For travel distances between 2000 and 2999 KM: 360 EUR per participant

**Visa and related costs:** are covered by the Schuman Foundation. The Foundation & Supporting Organization will help to obtain the visa (if needed) and register in Poland. The Schuman Foundation will reimburse the costs of visa after volunteers' arrival.

**Medical tests:** volunteers hosted in kindergartens and school with integrative classes will have to undertake sanitary medical tests, as it is required by Polish law. The Schuman Foundation will cover its' costs and assist in the process.

## Special Kindergarten 393

PIC number: 944083541

Project duration 2<sup>nd</sup> January 2020 – 31<sup>st</sup> July 2020



### Description of the organization

Special Kindergarten No 393 in Warsaw is an educational institution for physically disabled children (cerebral palsy, genetics definitive, down syndrome etc.). There are 30 children aged 2,5-8 divided into 4 groups. Some children are able to walk and some are able to communicate verbally but some need help with all basic movements and operations. The pedagogical team is supported by specialists that lead different therapeutic activities like speech therapy, sensory integration, physiotherapy etc.

### Description of volunteers tasks at the organization

The volunteers' main task will be to:

- participate in the classes and help the staff in everyday routine. They will help changing children's clothes, feeding the children or help them eat their meals, go to the toilet. Volunteers will take part in classes and workshops, group and individual activities with children in various age groups;
- propose their own activities for the group. There is a special kindergarten plan which educators must follow but there is also some space for their own creativity – they can adapt theatre instead of reading to children or exercising their artistic talent preparing materials and scenery for kindergarten plays and seasonal holidays and celebrations of international days;
- suggest educational group activities and/or individual work process for one child, all under supervision of an educator. Volunteers are also involved in preparations of festivities for the occasion of traditional Polish holidays (e.g. short theatre plays for parents);
- learn about different methods of working with children with various disabilities. They will cooperate with specialists in everyday classes or therapies, so they will gain professional knowledge and working methods;
- assist in walks and visits outside of the kindergarten. Even most of the children are not able to move or walk some outdoor activities will be organize ex. walks in the park with wheelchairs, visits in theatres, neighbor kindergartens etc.



## Special Kindergarten 245

PIC number: 944042801

Project duration 2<sup>nd</sup> January 2020 – 31<sup>st</sup> July 2020



### Description of the organization

The special kindergarten no 245 takes care of visually impaired children from 3 to 6 years of age. There are 40 children with various visual defects in the kindergarten. They are divided into 4 age groups. Apart from the didactic and educational functions the kindergarten also fulfills prophylactic and therapeutic functions. Kindergarten provide oculist treatment for children who have been diagnosed with different visual defects, squint eye or lazy eye. Institution has well-equipped room in which children under professional supervision perform their orthoptic exercise using specialist equipment. Institution also provide professional psychological, logopedic and educational therapy. Apart from regular activities we also organize extra activities, e.g. musical lessons, gymnastic, art, dancing, English classes.

### Description of volunteers tasks at the organization

The volunteers' main task will be to:

- assist during the teacher-managed group classes or individual lessons. Volunteers will get specific guidelines and training to prepare them to work with children with disabilities. They will help teachers in conducting workshops and classes for children in different age groups. They will also take part in therapies and professional lessons with experts.
- help kindergarten's staff in daily routine with typical self-care activities, such as personal hygiene, help at eating and dressing, midday nap.
- provide additional activities like presentations of their countries, thematic days, celebrations of holidays, local events for parents.
- prepare ideas how to improve or develop existing activities and conduct them with teachers. Time for playing is the time volunteers are welcome to propose their own activities like handcrafts, musical workshops, reading books. They can implement their own solutions and ideas with acceptance of the teacher.
- Assist during visits and activities outside of the kindergarten like going out to cinemas, theatres, museums etc. Together with children they will play in the garden with playground which belongs to the kindergarten.



## COORDINATING ORGANIZATION



Polska Fundacja im. Roberta Schumana will coordinate all the volunteers, will be responsible for coordinating the project, financial management etc. Foundation's office is located in Aleje Ujazdowskie 37/5, in the heart of Warsaw.

The Polish Robert Schuman Foundation is a non-profit organization which focuses on strengthening the civil society, supporting active citizenship, promoting European integration and fostering European values. We use non-formal and interactive educational methods such as activities in public space, simulations of elections and city games, we organize cultural exchange projects and take part in European voluntary movement, organize conferences, seminars, debates and workshops. Our goal is to present Europe and the EU in a simple and clear manner for specific recipients. We cooperate with EU institutions, many NGO's from the same field and with over 400 European School Clubs from Poland and other countries.



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