

SCI-Germany is looking for 2 volunteers in the office in Bonn in 2019



Number of vacancies:	2 – one volunteer presumably from Ukraine, one volunteer from Serbia
Start of the volunteer position:	1 st of March 2019.
Duration of voluntary service:	13 months, until 31 st of March 2020
Who can apply?	Applicants with interest in workcamps and trainings, international co-operation, office- and administration work

General Information on SCI

Service Civil International (SCI) is a peace and voluntary service organisation with more than 45 branches and groups world-wide. The aims are to promote peace, international understanding and solidarity, social justice, sustainable development, and respect for the environment. SCI believes that all people are capable of living together with mutual respect and without recourse to any form of violence to solve conflicts. The organisation was founded in 1920. The German branch of SCI was founded in 1946.

In co-operation with social, ecological, cultural and anti-racist projects SCI-Germany organises 40 to 50 workcamps every year. Workcamps are short term voluntary projects that are organised in cooperation with local communities. A short term voluntary project is a unique form of volunteering, bringing together people from different countries, cultures and backgrounds to live and work together with local communities for a period of two to three weeks. Workcamps aim to break down barriers between people and develop intercultural understanding. In that way they contribute to building a culture of peace among people. The projects place a strong emphasis on intercultural learning and include elements of peace education. There are many different projects to choose from and they are open to everyone.

Apart from workcamps we also organise trainings and seminars in cooperation with international partners on topics like gender, peace education, anti-racism, etc. Another branch of the work of SCI Germany is the exchange of long-term-volunteers.

For more information on the history, aims and international structures of SCI visit the website of SCI Germany www.sci-d.de or SCI International www.sciint.org or of the branch in your home country.

The project

We want you to get acquainted with the work of SCI Germany and to provide you a meaningful training experience in an organisation of international exchange and volunteer work. You will be encouraged to take part in different activities of our branch, bring in own ideas and take over responsibility. You will work with the project co-ordinators for international exchange programmes.

An additional aim of the project is to strengthen the co-operation of SCI Germany with your sending organisations in projects, trainings, communication, common activities etc. Therefore, if you already have some experience with your sending organisation please let us know what you have done so far (e.g. participation in workcamps, campcoordination, PR, etc.).

Here are the **main tasks** in the programme:

- Placing volunteers from Germany to workcamps abroad and volunteers from abroad into workcamps in Germany. You will communicate with our international partners and directly talk with volunteers, answer questions about workcamps and help interested volunteers with the process. For the placement you will use the "Online Placement System" (in short OPS). OPS is

an online database of SCI designed to keep record of workcamps and applications. Information about workcamps and applications is being uploaded there. You can get an impression of the OPS [here](#)

- Representing the work of SCI Germany in social networks and helping with publicity work to attract participants
- Helping to prepare information for the participants in projects in Germany
- Visit an SCI-workcamp in Germany to present SCI and check how the workcamp is going on
- You can lead an international workcamp in Germany after participating in a campleaders training as preparation.
- Participation in SCI-Germany activities, for example our “Herbstfest” (big gathering of activists and volunteers which happens once a year in autumn), trainings, seminars, etc.
- Participation in an international conference within the SCI-network in order to evaluate and improve the cooperation in the field of our workcamps
- Assisting the project coordinators with planning, realisation and evaluation of projects like training courses on topics such as anti-racism, project management, ecology or gender

We are offering two positions. The concrete division of tasks will be decided upon in consultation with the chosen candidates according to their respective interests and competences.

Requirements:

- Enthusiasm for international volunteering and international workcamps
- Good knowledge of English and preferably also working or at least basic knowledge of German (in order to communicate with German volunteers and to advise them by phone or E-Mail)
- Computer literacy
- Experience and motivation to do mundane office work
- Good communication skills to motivate and counsel volunteers over the phone
- Experience and motivation to work with social media to promote our workcamps and projects online
- Preferably experience in the field of workcamps and involvement in SCI or within your sending organisation
- Interest to bring in own ideas and work on them so that, if time and funding allow, you can actually implement them
- To work in a very reliable and responsible way because reliable communication with other SCI-branches, partners and volunteers is very important
- Independent and self-organised working attitude
- Flexibility, maturity and ability to handle stress
- Ability to work in a team with staff members and with other volunteers
- Open minded and high motivation for volunteer work
- Readiness to travel a number of times during your service within Germany, mostly for the participation in the seminars

The project is open to everyone regardless of their ethnic background, religious conviction or sexual orientation. Due to the circumstances of our office and the accommodation we cannot host volunteers with physical impairment (wheelchair etc.). We encourage men and women to apply for the project. We would like to host a man and a woman.

Accommodation/Pocket money/Food/Working hours/Holidays:

- You will be provided with free accommodation in a flat for volunteers, which is in the same house as the SCI-office. To the house belongs a garden which can be used.
- You will receive a monthly food allowance of 260 € and 120 € pocket money.
- Your regular working hours are 35 hours per week but some overtime may be necessary (free time will be given in lieu). It is necessary to be ready to work sometimes on weekends (workcamps, seminars etc.)
- You will have two days of vacation per month (can be accumulated).
- If needed, you can join language training. You will have a budget of 400 € for that. You will also participate in the online-language training of the European Commission for EVS volunteers.
- You will be insured through the group plan for EVS volunteers.

How to apply?

Please apply through your sending organisation
VCV Serbia,
<http://volontiraj.rs/>
ltv@volontiraj.rs

Please use the SCI application form, answer the motivation questions so that we can get an impression of you and send a CV.

We will arrange a skype meeting in English or German with the candidates.

From the **sending organisation** we are expecting a recommendation letter that explains how you got to know the volunteer and why you think the applicant is the right volunteer for the position.

Application deadline: 21st of November