



## Voluntary Service Management

in Tanzania, hosted by UVIKIUTA Tanzania

Theme:	North-South solidarity
Location	Magole, Temeke region, Tanzania
Duration:	1-3 months, projects start on first Sunday of any
	month
Application:	The volunteer will get a decision within 2 weeks
	upon reception of his/her application form.
Vacancies	2
Languages:	
$\hookrightarrow$ <b>Project</b> :	English,Other
$\hookrightarrow$ Local:	English,Other

If you are interested in taking part in this project, or if you would like to get more information about becoming a long term volunteer, please contact your local SCI organisation. You can search for the contact information here: http: //www.sciint.org/contact-us/local-sci-branch-or-partner

## **Project Description:**

The program provides opportunities to experience different cultures, meet people from different countries, learn new or improve skills, take part in peace making and hands-on on various community development projects. It is an exceptional option for people to gain experience in service projects and increase understanding in worlds issues. Voluntary service management project is aiming to increased quality, visibility and accessibility of volunteers from Tanzania and around the world.

**Notice:** This is an Africa WG project. Please contact the SCI branch or partner organisation in your country for further information.

Work: Volunteer will be responsible with the following activities: Proactively develop and maintain professional networks and relationships to achieve volunteer recruitment targets within nominated deadlines. Write accurate project descriptions using approved style and template highlighting key information to market UVIKIUTA project and programs. Prepare marketing material (PowerPoint presentations, expo displays, posters/fliers) using approved templates to promote

UVIKIUTA projects and recruit volunteers. Conduct regular Volunteer Information Sessions to recruit local volunteers and promote UVIKIUTA programs. Generate regular updates (at least weekly) for UVIKIUTA social media team, including short stories and accompanying photographs. Participating in International work camps as co-leader.

**Requirements:** Ability to competently use MS Office suite to deliver work, especially Word, Excel and mail and comfortable working with a variety of databases. Excellent communication skills, including English writing and grammar skills, and ability to deliver Volunteer Information Sessions to potential new volunteers. Experience of managing own workload, reacting to changing circumstances, prioritisation and meeting deadlines and good customer service skills. Able to work independently with less supervision.

**Food:** Three meals per day are provided to the volunteers at the workplace or and the host family. Vegetarian meals will be available. However volunteers with more specific dietary requirements may need to supplement the included meals at their own expense.

Accommodation: In host families in an eco-village. there are basic accommodation facilities with shared room with either host family members or other volunteers. Depending on the availability volunteers might also stay at the Youth accommodation in the community.

## Pocket money: None

Insurance: Not provided. Volunteer needs to get his/her own insurance.

**Fees:** 350 EUR per month. Pick up from the airport or bus station, orientation at the UVIKIUTA Youth Hostel, local transport to the project, food and accommodation during the program. The fee also contributes to running basic activities taking place during the project.

**Visa:** Required. UVIKIUTA will process it in the country before your arrival. The cost is of volunteer's responsibility.

**Others:** \*Saturdays, Sundays and public holidays will be free for volunteers for personal activities including exploring regional cultural and natural attractions. \*Volunteers are expected to join activities for about 6-8 hours a day. Keep flexibility in mind since you might be required join activities for less/more hours. \*

Participation fee 2020: a) For one month: EUR350 b) For two Months: EUR500 c) For three Months: EUR700 d) For more than three months: EUR200 per month.