

## **PROJECT 2011-GB-53 – PROMO CYMRU - APPLICATION**

Please find below information about 1 position in the above project. The project will start on **1<sup>st</sup> September 2014 – 31<sup>st</sup> July 2015**. Please make sure you are available to dedicate this time period to volunteering in Wales.

The deadline for submitting applications is: **23<sup>rd</sup> June 2014 – 10am GMT**. Any applications received after this deadline will be kept in a reserve pile and are unlikely to be considered.

Please complete the attached **application form** as well as sending a copy of your **CV and a Motivation Letter**, no longer than 1 page, to [leilausmani@unaexchange.org](mailto:leilausmani@unaexchange.org) with the **subject line : PROJECT 2011-GB-53 – PROMO CYMRU - APPLICATION**

Interviews will take place in the following weeks from the deadline, please ensure you are available. The host organisation will contact you directly and you will need to have access to Skype.

### **ROLE DESCRIPTION**

ProMo-Cymru is a creative industries and social enterprise organisation dedicated to working with young people to build their capacities to flourish in social economy organisations within cultural industries. ProMo-Cymru engages with young people using the interests and skills they have developed, often in the entertainment and cultural sectors. Our work uses the social media and engagement takes place via training and events as well as via our websites. Volunteers have increasingly become a valuable part of the organisation, enhancing the capacity to deliver creative and innovative work for and with young people with fewer opportunities. The volunteer will be working in communities in South Wales that have experienced economic and social deprivation.

The role of the EVS volunteers will largely depend on their own motivations but the following aspects will always feature in the role of an EVS volunteer at ProMo-Cymru:

- To develop an exchange of experiences and ideas between the volunteer and the young people involved with ProMo-Cymru.
- To support the development of ProMo-Cymru's activities, its contact with the local community and its profile nationwide.
- To promote a wider awareness of international/European issues amongst local young people.
- To help bring a European dimension to ProMo-Cymru's activities.

This role will be achieved by:

- Attaching the volunteer to the work of the ProMo-Cymru staff.

Through the volunteer having direct contact with the members, working on specific projects. The volunteer may work directly with young people through forums and workshops designed to find out what information and support they need.

By providing the volunteer with access to relevant seminars/courses.

The volunteers will get a chance to develop their own interests and focus on the area of work that most interests them within the aims of ProMo-Cymru's work and the local community. In this sense they have the opportunity to develop their own project within the ProMo Cymru framework and take ownership of their own piece of work whilst under the support and supervision of the ProMo Cymru staff, who will provide a chance to develop the relevant skills needed to see their ideas become a reality.

After spending one month or so discovering what the organisation does, and its different areas of work, the volunteer will focus on one area, and work closely with one or two particular staff members. In the past, volunteer have worked on some of the following **tasks**:

- 1) Marketing music, art and media activities and creating publicity material. Promoting regular gigs and performances by local artists, supporting the management and setting up of events. This may involve liaising with clients and the local community to organise logistics. Volunteers ensure that events and activities are organised which give opportunities for young people and local communities to get together.
- 2) Public Relations and press work to spread information to local people and organisations.
- 3) Filming and photographing events and activities of ProMo-Cymru and its clients to create a record of ProMo's work.
- 4) Organising youth exchanges between Cardiff and other European Countries.
- 5) Planning and coordinating an exchange of performers from Wales and the volunteer's home country to bring a European flavour to events. Researching and establishing links with European music organisations to enable Welsh music to be marketed overseas.
- 6) Supporting workshops and recording of local artists.
- 7) Recording and collecting information for distribution via newsletter and website. Using Content Management System to place information on the website. Forming a young person-led editorial team.

8) Assisting and running creative workshops (i.e. photography marathon/setting up events/music) with young people.

9) Providing media and general administrative support of projects run by ProMo-Cymru (i.e. CLIC, EVI) including sorting databases and filing.

10) The volunteer will be working on a specific aspect of ProMo's work in an ex-coal mining community called Ebbw Vale. Here the volunteer will have a huge role to play in consulting the local community about events and activities that could be held in the newly renovated Ebbw Vale Institute which is designed to act as a hub for the local community and regenerate the town and the opportunities it can provide. This year this is where the other volunteer will mainly be based so it will also provide the volunteers with the opportunity to work on things together and compare the different aspects of ProMo Cymru's work.

The EVS volunteer will work together with ProMo-Cymru staff and clients at workshops to share ideas and skills and develop activities within the music, media, arts and entertainment field. For the initial period the volunteers will spend time together for induction, introductions to all staff and parts of the organisation, discovering the different projects and trying to decide which area to focus on.

For the local young people, the EVS volunteer can be an inspiration to travel or volunteer and open their eyes to different opportunities. We hope that the volunteer will introduce the idea of Europe and share their knowledge and experience of the cultural industries in their own countries. The volunteer will also encourage young people in these areas to capitalise on the opportunities of the Youth in Action programme. Through contact with staff, volunteers, clients and people in the local community who both work with ProMo-Cymru and come to events, the volunteer will meet many local people and can enjoy similar intercultural exchanges with them.

Volunteers will also spend some time with UNA Exchange and EVS volunteers on other projects during Common Days. This time is used to offer support to the volunteers, and work on common tasks relating to their EVS experience, for example making presentations to local young people or running workshops on Europe in a local school or college.