



Medium Term Volunteering opportunity in France

U MTV01 - International Office - Clermont-Ferrand - Spring/summer 2013

You will be hosted in the permanent team in charge of the International programmes based in Auvergne (central part of France) for études ET chantiers/UNAREC (a non profit French NGO). 1000 international volunteers are exchanged every year on workcamps all over the world (we have partners in 70 countries). The spring/summer period is very intensive for placement work.



There is 6 permanent staff in this office located in the historical centre of Clermont-Ferrand, a step away from the neo-gothic cathedral (in volcanic stone). Clermont-Ferrand is a town of 200 000 inhabitants with a quite strong concentration of students. There are many things to do in the city : cinemas, swimming pools, concerts, exhibition, museums, spring and summer festivals... Check www.ville-clermont-ferrand.fr . The town is a few kilometres far from the regional Park of the Auvergne Volcanoes

for those who want to get some fresh air! www.parc-volcans-auvergne.com

What do we expect from you?

- placement of French volunteers and International volunteers (reading and dealing with applications)
- preparation and sending to our partners of info sheets, free place lists and new projects
- updates in our website (new projects or new stories)
- preparation of newsletters, participation to promotional evens with other local long term volunteers
- proposing your ideas !

The tasks are numerous and varied enough so that you will not get into a routine !

You will work 35 hours a week, usually from Monday to Friday. Some week-ends will be dedicated to information and preparation of volunteers or leaders meetings, and also to the life of the organisation (general assembly, meetings with members...).

Qualifications

- Minimum 20 years old,
- A previous voluntary experience (short or long term)
- French and English speaking
- Organised approach, patient, ready to work in a team, with a capacity to work under pressure while keeping a good mood !
- Ability to use a computer with Internet and office softwares



Conditions

Accommodation provided in the town centre, in a studio flat www.corumsaintjean.fr.

Allowance: 75 euros a week for food and pocket money.

Insurance (accident and civil liability) (You need to have your own Health Insurance and if possible the European Health Card).

You will be trained on arrival and supervised by a smiling team!

Arrival and departure dates are flexible (from February or March to the end of August)

Application: Please send the application form attached and a motivation letter in French to your sending organisation **before the 28th of January !**