

**CALL FOR VOLUNTEERS**  
**VOLUNTEERING IN KLUBÍČKO**  
2023-1-CZ01-ESC51-VTJ-000142222

Klubicko Kromeriz is searching for 2 volunteers who would like to join our European Solidarity Corps project “**Volunteering in Klubicko**“

Klubicko Kromeriz is a Family Center located in the east of the Czech Republic in town Kromeriz. We are an accredited lead, host and supporting organization.

Family Center offers community space, education, counselling and recreational activities.

**We have 2 free places from 1. 10. 2023 - 30. 9. 2024**

**The 2 volunteers could choose and join our daily activities such as:** Afternoon club for elementary school aged kids, Kindergarten for preschoolers, Nursery for toddlers, Free time activities – English, French, Montessori Morning and Afternoon Groups, Folklor Dance Classes, Mornings with mothers and toddlers – everything for children, Summer camps during July and August. Volunteer will also be able to participate in the partner organizations projects which generally take place in local primary schools, secondary schools, grammar schools and the library.

Klubicko has 2 centers/buildings with gardens – Albertova street and Gorkeho street.

Join our team!



**DESCRIPTION OF VOLUNTEERS TASKS AT THE ORGANIZATION**

The volunteers' main task will be:

- participate in the classes and help the staff in everyday routine.
- volunteers will take part in classes and workshops, group and individual activities with children in various age groups
- propose their own activities for the groups
- suggest activities for groups under supervision of an educator
- volunteers are also involved in preparations of festivities for the occasion of traditional Czech holidays

## WHO ARE WE SEARCHING FOR?

We are looking for volunteers aged between 18 and 30 years. We seek a balance of varied ages, genders and nationalities amongst our volunteers. As required by European Solidarity Corps programme, all candidates 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 and

**are strongly motivated to work with children**

## HOW TO APPLY

We ask each candidate to send us CV and Motivation letter. Candidates can add other documents/personal presentations/ videos/photos...

**Please send applications to: [csizmaziova@klubickokm.cz](mailto:csizmaziova@klubickokm.cz)**

**We will contact the candidates with best applications and arrange an online interview.**

## WHICH COMPETENCIES WILL BE IMPROVED IN THE VOLUNTEERS DUE TO THE PLANNED ACTIVITIES IN PROJECT?

We expect that volunteers acquire or improve in the following competencies:

- The development of competencies in the area of childcare (new teaching approaches, inspiration, new methods of working with children, etc.).
- The development of competencies and skills in organizing events for families (their preparation, organization, mutual inspiration, new methods of motivation, increase cultural familiarity, awareness of differences and common etc.).
- The development of competencies and skills in working and organizing events for various institutions - elementary, secondary and high schools, library and others. (This is the different type of institutions that work with different target groups, so it is always necessary to use other methods and forms of work)
- The development of communication in a foreign language
- Communication in Czech
- Development of PC skills - preparing presentations, PR, articles, FB, Canva, Google workspace, and others
- The ability to separate the preparation and implementation of miniprojects
- Ability to present themselves to the public and miniprojects
- Volunteers will work with the leadership - with the teacher or employee of our organization, so they could be transmitted to all aspects of the methods and activities. Later, once the volunteer has gained confidence, they will continue to operate more independently and thus to acquire new knowledge and skills, they will never work alone as a substitute for another job. In case of uncertainty will always have the opportunity to consult with the teacher. A volunteer coordinator will always have feedback from the trainer for his or her performance.

## PRACTICAL AND LOGISTICAL REQUIREMENTS

### Practical arrangements

**Working hours:** 35 hours per week, 2 days off per week. Flexible working hours, standart is 7 hours per 5 working days in a week

**Vacation days:** 2 days per month = 24 days per project

**Food:** 170,- CZK per day = app 220 € per month as per the number of days in a month, except for the National Agency seminar days (the food offered by the organizer of the seminar).

**Allowance / Pocket money:** 6 € per day

**Accommodation paid by project:** In a rented non-smoking flat Albertova street. Living in a single room in a shared flat – 3 rooms. Kitchen, bath room and WC are shared. The volunteer accepts the house rules. In the accomodation there are every necessary things (microvawe, fridge, oven, equipped kitchen, bed sheets and towels, Wi-Fi, washing machine etc.) The accomodation is not fare to the workplace (2 minutes building Albertova, 15 minutes building Gorkého) and the centre of the town (15 minutes). Flat is in 4<sup>th</sup> floor, no elevator/lift in the building.

**Travel costs Arrival and Departure:** as per the distance calculator

## TRANSPORTATIONS

- We are ready to assist with finding the best option of getting to Kroměříž.
- Local transport - The city of Kromeriz is small, and most places are available to walk 15 - 20 minutes.

## ACCOMMODATION

- Accommodation will be provided in a rented apartment with standard simple equipment. Each volunteer will have their own separate room. Bathroom, WC and kitchen are shared. Accommodation is located in Albertova street, Kroměříž, 4th floor, no elevuator/lift.

## FOOD

- Volunteers will receive an allownace for meals according to the program: 170 CZK per day. Accommodation and Klubíčko center have equipped kitchens, are close to supermarkets and school canteen where you can eat.

## INSURANCE

- The project will ensure the volunteer has appropriate insurance according to the instructions ESC.

## SAFETY AND PROTECTION OF PARTICIPANTS

- Klubíčko allows volunteers to have their learning experience in a safe environment where compliance with safety regulations and principles of work with children and families. All employees and collaborators are educated in that direction, as well as volunteers.
- Volunteers will be trained in the care of preschool children in the Czech Republic, which also includes information about possible cultural differences between the Czech Republic and the countries of the volunteer. They will also be trained in the prevention of injuries to children.

- Volunteers will have the full support coordinator, mentor, teachers and their collaborators, and will be in regular contact with their sending organization.
- Immediately after arrival, the volunteers will be provided with all important phone numbers and a map of Kroměříž.
- Any crisis will be solved by the stakeholders involved - volunteer, host and supporting organizations together, or they will be contacted by the National Agency.

## SOCIAL SECURITY

- We encourage volunteers to integrate socially into the local community. Klubíčko is an open space which is offered to all people regardless of their ethnic or social affiliation, skin color or sexual orientation. We believe that the presence of foreign volunteers encourages openness and tolerance. The volunteer will have space to make social contacts both within the organization and other partner organizations and externally according to the interest of the volunteer. They are welcome to visit Zachar Elementary School (where our organization is based), Oskol elementary school, High Hotel school, Orphanage Kroměříž, Archbishop gymnasium and others.
- We also encourage volunteers to take part in events organized by other volunteers in the area (Uherské Hradiště, Zlín, Brno,...) or volunteers encountered after on arrival training and mid-term training. Furthermore, we will invite volunteers to informal events in our own lives - trips, Three Kings Day collection, cooking together Czech specialties, fairs, etc., in order to help the volunteers feel more social and comfortable in the local community.

### Experience of our previous volunteers:

<https://photos.app.goo.gl/nxQ2wYh7k3ZY3w239>

Our Klubíčko center:

<https://photos.app.goo.gl/Norkfa6Rfe9GYsJF7>

<https://photos.app.goo.gl/kCUfuQJoowZzqLVn7>

Accommodation:

<https://photos.app.goo.gl/hMQZ1RcYSuRX1pg47>

Town of Kroměříž:

<https://photos.app.goo.gl/wqJTmD6xvgaLsSoGA>

## PRACTICAL INFORMATION – ESC – VOLUNTEERING IN KLUBICKO

### THE PARTICIPANTS

Always 2 participants.

### CZECH REPUBLIC

If you want to know more about the Czech Republic:

[http://en.wikipedia.org/wiki/Czech\\_Republic](http://en.wikipedia.org/wiki/Czech_Republic)

### KROMĚŘÍŽ

If you are interested in Kroměříž, here is the right website for you:

<http://www.mojekromeriz.cz/en/>

<http://whc.unesco.org/en/list/860>

<http://en.wikipedia.org/wiki/Krom%C4%9B%C5%99%C3%AD%C5%BE>

### WEATHER

Weather is always excellent subject in the Czech Republic. Clothing depends on weather, of course. In autumn and winter weather might be at the daytime about 5-10 plus degree Celsius, it snows in winter. **In January and February it might go to -10, rarely -15/-20.** We recommend you to bring **warm** clothes. In spring and summer, at the daytime it is about 15 - 20 plus degree Celsius, in July and August 30 - 35 plus and it is very dry hot.

### WHAT TO BRING?

- Clothes: warm and light / comfortable (sweatpants and t-shirt) for work with children, bring some clothes that really doesn't matter if they get dirty while working with the children
- Slippers (1 x for flat and 1 x for the center)
- Umbrella
- Personal hygienic things, medicine...
- Other stuff you might need – laptop, camera, mobile, etc.
- NO NEED towels and bed sheets (provided by Klubicko)

**You can send heavy things by post prior to your arrival.  
Please inform us via email about sending a parcel. The address:**

**KLUBICKO KROMERIZ, z. s.  
Attn.: Natalie Csizmaziova/ESC coordinator  
ALBERTOVA 4062  
76701, KROMERIZ  
CZECH REPUBLIC**

**YOU CAN BRING (bills with you, it will be paid from the project)**

- National snacks, easy food, specialities for intercultural evening
- Leaflet or book about your city, region, country
- Your favorite children's book, DVD, children songs on CD for intercultural events
- Anything else what you feel you would like to present to the Czech people to let them know more about you, your country, town, city and culture

**SPORTS**

There are many possibilities in Kromeriz to do any kind of sport. There is a swimming pool, a few fitness centres with all kinds of sporting activities (yoga, zumba, pilates, body-styling, fitbox, spinning, squash, bowling, etc). It depends on Epidemic situation if they are open.

**FINANCES**

**The accommodation** will be provided and paid by project. The building is located on Albertova street. It is a shared flat on the 4th floor (**no lift**). Each participant has got his own room. Kitchen, small bathroom and toilet are shared. The kitchen is simply equipped – stove, microwave, utensils, fridge, iron, washing machine.

Dryer is in Klubicko centre, you will have the key and code to enter the Klubicko any time you need.

**The flat cleaning**

It is expected that participants clean the flat regularly.

The owner will check the flat once per month that all rooms are in a good condition and clean.

**The food expenses** will be paid monthly, at the beginning of each month by Klubicko (170,- CZK per day)



- for your idea the lunch in the school cantina costs 100 CZK, in the shop you can buy bread for 30 CZK, 1l of milk for 20 CZK, meal (lunch, dinner) in the restaurant 150-250 CZK, cappuccino or tea 60 CZK,  
**The pocket money** will be paid monthly, at the beginning of each month by Klubicko (6 EUR per day)

## CONTACT DETAILS

### Klubicko Kromeriz, z. s.

Albertova 4062  
76701 Kroměříž  
Czech Republic  
www.klubickokm.cz

### Contact persons:

Natalie Csizmaziova (Coordinator) 00420 737172403,  
csizmaziova@klubickokm.cz  
Marcela Bradova (Director) 00420 602793748, bradova@klubickokm.cz  
Pavlína Neudeckerová (Mentor) 00420731490522,  
Pvelcovska@seznam.cz

## English - Czech dictionary for Family centers

In the Czech language there are many possibilities to make a diminutive form of a word, to say, that something is small or to express love or other emotions. Nouns are **declined**, verbs are **conjugated**, therefore is the Czech language very complex and difficult, but nice 😊

<b>mother</b> , mum, mummy	<b>matka</b> , máma, maminka, mamka, mamča, maminečka, mamulinka
<b>father</b> , dad, daddy	<b>otec</b> , táta, tatínek, taťka, taťulda, taťulínek
<b>child – children</b>	<b>dítě</b> , děťátko – <b>děti</b> , dětičky
<b>baby</b>	<b>miminko</b> , miminečko
<b>brother</b>	<b>bratr</b> , bratříček
<b>sister</b>	<b>sestra</b> , sestřička

<b>grandmother</b> , grandma, granny	<b>babička</b> , babi, bábinka
<b>grandfather</b> , grandpa	<b>děda</b> , dědeček, dědoušek
<b>Welcome!</b>	<b>Vítejte!</b>
<b>How are you doing?</b>	<b>Jak se máš?</b> (said to a familiar person) <b>Jak se máte?</b> (formal, with respect)
<b>I am fine.</b>	<b>Mám se dobře.</b>
<b>Would you like some coffee?</b>	<b>Dáš si kávu?</b> (said to a familiar person) <b>Dáte si kávu?</b> (formal, with respect)
<b>Yes pleas.</b>	<b>Ano, ráda.</b> (a woman) <b>Ano, rád.</b> (a man).
<b>No, thank you.</b>	<b>Ne, děkuji.</b>
<b>Join us.</b>	<b>Přidej se</b> (to 1 person), <b>přidejte se</b> (to more person)
<b>Play.</b> Play with me.	<b>hrát si.</b> Hraj si se mnou.
<b>Nice to meet you again.</b>	<b>Rád tě zase vidím.</b> (said by a man to 1 person) <b>Ráda tě zase vidím.</b> (said by a woman to 1 person). <b>Rádi vás zase vidíme.</b> (said by, more man and woman to more person).
sing, draw, dance, exercise, talk, be together	zpívat, malovat, tančit, cvičit, povídat si, být spolu
one, two, three, for, five, six, seven, eight, nine, ten	jeden, dva, tři, čtyři, pět, šest, sedm, osm, devět, deset