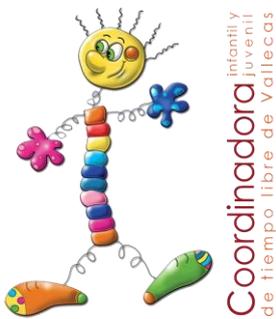


# Coordinadora infantil y juvenil de tiempo libre de Vallecas

## THE PROJECT MAINLY CONSISTS OF DEVELOPING TASKS IN AN ASSOCIATION OF COORDINADORA INFANTIL Y JUVENIL DE VALLECAS.

“Coordinadora Infantil y Juvenil de Tiempo Libre de Vallecas” (Child and Youth Platform of Leisure Time Organisations of Vallecas) is a non profit organisation created by youth organisations who work with children and young people with less opportunities from the neighbourhood of Vallecas. There are more than 20 associations in Coordinadora Infantil y Juvenil de Tiempo Libre de Vallecas– every volunteer will be placed in one of them.



Since June 2005 Coordinadora is in charge of the implementation and management of Europa Joven Madrid (European Youth Centre of Madrid: [www.europajoven.org](http://www.europajoven.org)).

Europa Joven Madrid is a Madrid City Council project, managed by Coordinadora Infantil y Juvenil de Tiempo Libre de Vallecas.

This centre offers information about opportunities of mobility for young people: work, studies, travel, languages, voluntary work... in Europe! We organize information sessions about EVS, sending and hosting EVS projects.

We provide individual counselling to young people aged 15 to 35, youth associations, organizations and professionals in youth field.

We are also a local desk of Eurodesk, the European Youth information network supported by the European Commission.

## YOUR ACTIVITIES

You will support activities for children develop in one association of Coordinadora Infantil y Juvenil de Tiempo Libre de Vallecas and you will support activities and office work in Europa Joven Madrid.



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- **TASKS IN ASSOCIATION OF COORDINADORA INFANTIL Y JUVENIL DE TIEMPO LIBRE DE VALLECAS**

Before to start your volunteering service, you will have to learn about educational and living conditions of the target public of the association you will collaborate with.

The following activities are common in all the association involved in hosting EVS volunteers. Volunteers' tasks are related to the support of these activities:

- ✓ Organising and carrying out leisure time activities
- ✓ Helping scholars in their school homework.
- ✓ Organising and carrying out a weekend trips and summer camps

The volunteers will have an active role in the team meetings, in the preparation of activities, planning, meeting with the educators and volunteers, and their opinions will also be considered.

We expect initiative from the volunteers, bringing their own ideas and proposals to enrich the project.

- **TASKS IN EUROPA JOVEN MADRID**

There are two types of activities: A few volunteers spend more time in the office and less time with the children in their organisation. And the other ones spend more time with the children and less time in the office. Therefore the volunteers have different tasks in the office.

**The tasks of the volunteers who spend more time at the office:**

- ✓ Support the information sessions about EVS.
- ✓ Helping with the Europa Joven Madrid monthly newsletter
- ✓ Organising Conversation workshops
- ✓ Helping with office work
- ✓ Organising European awareness activities



## **The tasks of the volunteers who spend less time at the office:**

- ✓ Organising Conversation workshops
- ✓ Organising European awareness activities

But they will also have the opportunity to propose their own suggestions and ideas.

## **THE ADAPTATIVE PERIOD**

During the first week of October the volunteers will be involved in a cultural adaptation in order to facilitate their arrival and integration in the local community and their tasks in the projects. Before arriving they will get a "Welcome Pack" containing all the documents and information to have a basic knowledge about Madrid, in order to make the first time in Madrid easier and helping them to get used to the city.

## **AFTER THIS ADAPTATIVE PERIOD, THE ACTIVITY STARTS!**

First of all, they will have an On-Arrival Training organised by Spanish National Agency where all volunteers from Madrid meet and get the basic facts of being a European volunteer. They will continue with Spanish lessons, what we intend to be intensive in the beginning and not so intensive when they know a bit more of the language. The Spanish lessons will be combined with the other daily activities of the centre.

## **WORKING HOURS AND FREE DAYS:**

The volunteers will work about 30-40 hours a week. They will have 2 free days each month (20 in total), and it has to be arranged between organizations and volunteers when they will enjoy this free days.

## **FOOD AND ACCOMMODATION:**

They will get food allowance at the beginning of each month and they can organize themselves as they want.

The accommodation will be in a single room in a shared flat, but normally the volunteers won't live together.

## **LOCAL TRANSPORT:**

The volunteers will get monthly transport card, which allows taking every public transport in Madrid.

## **POCKET MONEY:**

The volunteers will receive each month 105 € as pocket Money.



## Description of the 7 EVS vacancies in Coordinadora:

We host 7 volunteers and everyone will be placed in a different association of the Coordinadora. All the associations develop similar activities with children and adolescents (some with families as well) Here we show you the possible schedules for every organization:

### Asociación Primera Prevención

Primera Prevención				
Monday	Tuesday	Wednesday	Thursday	Friday
	Spanish lessons 10:00-12:00	Volunteers' meeting 10:45 - 12:00		
		Spanish lessons 12:00 - 13:30	Europa Joven Madrid 11:00-15:00	Europa Joven Madrid 11:00-15:00
PRIMERA PREVENCIÓN activities 17:00 - 20:00	PRIMERA PREVENCIÓN activities 16:00 - 20:00	PRIMERA PREVENCIÓN activities 17:00 - 20:00	PRIMERA PREVENCIÓN activities 17:00 - 20:00	PRIMERA PREVENCIÓN activities 17:00 - 20:00

### Fundación Naif

Fundación NAIF					
Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Spanish lessons 10:00 - 12:00	Volunteers' meeting 10:45 - 12:00		Europa Joven Madrid 12:00 - 14:00	F. NAIF activities 9-12h	
F. NAIF activities 10-12h	Spanish lessons 12:00 - 13:30	F. NAIF activities 10-12h			
F. NAIF activities 16:30 - 20:30	F. NAIF activities 16:30 - 20:30	F. NAIF activities 16:30 - 20:30	F. NAIF activities 16:30 - 20:30	F. NAIF activities 17-19h	



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## Asociación SANDI

Asociación Sandi						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	Spanish Lessons 10:00-12:00	Volunteers' meeting 10:45 - 12:00			SANDI 10:30 - 13:30	
	Europa Joven Madrid 12:00 - 19:00	Spanish Lessons 12:00 - 13:30	Europa Joven Madrid / Coordinadora de Vallecas 12:00 - 19:00			
SANDI 17:00-21:00		SANDI 17:00-21:00				

## Asociación cultural San Pablo

Asoc. San Pablo				
Monday	Tuesday	Wednesday	Thursday	Friday
	Spanish Lessons 10:00 - 12:00	Volunteers' meeting 10:45 - 12:00	Europa Joven Madrid 12:00-14:00	
		Spanish Lessons 12:00 - 13:30		SAN PABLO 12:00 - 14:00
SAN PABLO activities 16:15 - 20:15				



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## CEPA

CEPA				
Monday	Tuesday	Wednesday	Thursday	Friday
	Spanish Lessons 10:00 - 12:00	Volunteers' meeting 10:45 - 12:00		Europa Joven Madrid 12:00 - 14:00
		Spanish Lessons 12:00 - 13:30		
CEPA 15:00 - 20:00	CEPA 15:00 - 20:00	CEPA 15:00 - 20:00	CEPA 15:00 - 20:00	CEPA 15:00 - 20:00

## Educadores Barró

BARRÓ				
Monday	Tuesday	Wednesday	Thursday	Friday
	Spanish Lessons 10:00 - 12:00	Volunteers' meeting 10:45 - 12:00		Europa Joven Madrid 12:00 - 14:00
		Spanish Lessons 12:00 - 13:30		
BARRÓ 16:30 - 20:30	BARRÓ 16:30 - 21:30	BARRÓ 16:30 - 20:30	BARRÓ 16:30 - 20:30	BARRÓ 16:30 - 20:30

## JARA/Barró

JARA				
Monday	Tuesday	Wednesday	Thursday	Friday
	Spanish Lessons 10:00 - 12:00	Volunteers' meeting 10:45 - 12:00	Europa Joven Madrid 12:00 - 14:00	
		Spanish Lessons 12:00 - 13:30		JARA 10:00 - 12:00
JARA 16:30 - 20:30	JARA 16:30 - 20:30	JARA 16:30 - 20:30	JARA 16:30 - 20:30	JARA 16:30 - 20:30



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