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European Voluntary Service PROJECT DETAILS

General Information	
Project title	“EVS 4 sustainable life”
Project start / duration	01.09.2017. / 28 month
Coordinating organization Accreditation reference	NGO “Siguldas Alternatīva izglītība” (SAI), Sigulda, LATVIA 2017-7-LV02-KA135-001675
Project coordinator	Mrs. Signe Buike, info@valdorfabernudarzs.lv , phone: +371 20172016
Hosting Organizations No.1	Waldorf kindergarten of Sigulda (institution of NGO “Siguldas Alternatīva izglītība”), Sigulda, LATVIA (2 volunteers)
Hosting Organizations No.2	Creative Center of Sigulda (institution of Sigulda municipality), Sigulda, LATVIA (2 volunteers)
Hosting Organizations No.3	NGO “Wings of Hope”, Sigulda, LATVIA (2 volunteers)
Hosting Organisation No.4	Līgatne’s kindergarten, Līgatne, LATVIA (1-2 volunteers)
Hosting Organisation No.5	Sigulda kindergarten “Saulīte” (state kindergarten of Sigulda municipality) (1 volunteer)
Duration of EVS activity	From 7 - 12 months
Number of volunteers hosted	During the project 12 EVS volunteers from different countries (20-30 years old)
Countries mentioned in the project application	Portugal (1 volunteer) Romania (2 volunteers) Cyprus (1 volunteer) Austria (1 volunteer) Italy (1 volunteer) Other European program countries with low social or economic situation in employment market for youngsters (1 volunteer) Georgia (1 volunteer) – only one can be chosen, therefore we are suggesting to participate for 12 month EVS.

Project Overview

This is 28 months EVS strategic project divided in 2 periods with 6 volunteers in each period. Applicants are welcome from Program and Partner countries and will be hosted by project partner organizations in Sigulda and Līgatne, Latvia.

The project objectives are:

- 1) increase of youth employment in the labour market of European countries with low economic status,
- 2) promotion of mutual tolerance and understanding of different cultures within the EU and
- 3) expansion and popularization of the EVS in Pierīgas's region and development of cooperation between organizations from program and partner countries.

The main idea of this project is to give youngsters skills and knowledge which will help them in their further life to get better job, improve their professional and personal skills for daily activities. Also the sustainability of the activities organized by volunteers has been included as a task of this project – to have a result of the project which will remain for local inhabitants and volunteers.

Below you will find more information about hosting organizations and proposed activities for volunteers.

The main topics of the project are:

- 1) Creativity and culture,
- 2) Youth (Participation, Youth Work, Youth Policy) and
- 3) International cooperation, international relations, development cooperation.

The strategic project idea is to give an opportunity for youngsters to develop their personal and professional level through the meaningful, long-term work and realizing their creative ideas for the local and foreign inhabitants.

Please visit our Facebook page about EVS in Sigulda:

<https://www.facebook.com/volunteeringsigulda/>

Venue - Sigulda, LATVIA

Latvia (Republic of Latvia) is one of the three Baltic States and is located between Lithuania and Estonia, in the North-East of Europe and at the eastern shore of the Baltic Sea.

- Capital: Riga
- Largest cities and towns: Daugavpils, Liepāja, Rēzekne, Ventspils, Jelgava, Jūrmala
- Landscape: forests (40%), lowlands, hilly uplands, plenty of rivers and lakes
- Population: ~ 2 million
- Religions: Evangelic Lutheran, Roman Catholic and Russian Orthodox
- Currency: EUR
- Membership: EU, NATO, UN, WTO, etc.
- Country code: LV
- Calling code: +371
- INTERNET TLD: .LV (.EU)

For more information look here: <http://www.latvia.eu/>

Sigulda, known as “Little Switzerland”, is one of the most picturesque cities in Latvia that attracts tourists and sport people all year-round. The city is located only 53 km from the capital city Riga and is home to approximately 16.000 inhabitants. Anybody can spend a great time in this city - for every taste there will be an activity or entertainment. For more information look here: <http://tourism.sigulda.lv/>



Living Environment, Practical Arrangements	
Accommodation	rented and well equipped rooms or flat in the city / separate or shared room in a host family (<i>the living space will have the equipment necessary for the coexistence of the volunteer</i>) / youth hostel
Accommodation No.1	Kr.Barona street 31, Sigulda. There are 2 separate rooms and shared facilities (toilet and shower), kitchen upstairs of the owner's house. Washing machine, oven downstairs. Wi-fi.
Accommodation No.2	A.Pumpura 19, Sigulda. Shared room for 2 youngsters in Youth hostel. Shared bathroom and kitchen. Washing machine. Wi-fi. In the center of Sigulda. For more info: https://www.airbnb.com/rooms/14132450?location=Sigulda%2C%20Sigulda%20Municipality%2C%20Latvia&adults=1&children=0&infants=0&check_in=2018-07-08&check_out=2018-07-09&s=y5dMmYjJ
Accommodation No.3	Pīlādžu iela 7-15, Augšlīgatne (12km from Sigulda). Rented shared flat, very closed to the Hosting organization and big road to Riga. Facilities, kitchen, wi-fi. Washing machine available at Hosting organization.
Transportation	within the city - by foot or bicycle. Public transport available very often to Rīga, Cēsis <ul style="list-style-type: none"> • Transportation from airport at the beginning and to the airport at the end, to Arrival and Midterm training is paid. Transportation to other hosting organizations in Latvia is paid 2 times per EVS period.
Pocket money	<ul style="list-style-type: none"> • 90 EUR per month (for household, hygiene, medical goods)
Food	150 EUR per month to shop at grocery stores or coffee shops (but no alcohol, cigarettes, household, hygiene or medical goods). The volunteers have to collect recipes for the food and make expenses report every month. <i>It will be possible to have meals (breakfast, tea break and lunch) in some hosting organizations!</i>
Insurance	EVS insurance plan: https://www.cignahealthbenefits.com/en/plan-members For European Union citizens with EHIC card the medical expenses will be reimbursed in their home country. We are suggesting checking the possibilities, procedures to get reimbursement in your National Health Department before EVS.
Communications	prepaid telephone card with limited amount (for calls in Latvia, limited Internet) internet access in the organization and in the place of residence
Free time	EVS volunteers have 2 additional free days per months. In case of infection / health problems volunteers are allowed to stay at home 3 days without doctor's notice. EVS volunteers will be informed about the leisure offer (<i>the city council of Sigulda as well as other entities offers different courses in the city - dancing, theatre, trekking, music, sports, etc.</i>) See also: http://tourism.sigulda.lv/

EVS daily activities					
Mentors (are not connected to the hosting organisation)	Mrs. Ieva Vanaga e-mail: ievame@inbox.lv Mob. +371 26891078	Mr. Paul-Luis Popa e-mail: paul.luis89@gmail.com Mob. +371 26687664	Miss. Monta Bērze e-mail: monta.berze@gmail.com Mob. +371 25417249	Mrs. Ieva Šulca e-mail: ievashulca@gmail.com Mob. +371 27064711	
Supervisors	Waldorf's kindergarten	Youth Centre	NGO "Ceribu Spārni"	Līgatne kindergarten	Kindergarten „Saulīte”
	Mrs. Līga Smilga e-mail: aglims2@inbox.lv +371 28762204 and Miss. Marita Špickofa marita.spic@inbox.lv Mob. +371 20016423	Katrīna Leitāne e-mail: katrina.leitane@sigulda.lv Mob. +371 29700844 and Sandra Indriksone Mob. +371 29224834	Mrs. Eva Viļķina e-mail: eva.vilkina@ceribusparni.lv	Mrs. Gunita Liepiņa e-mail: bernudarzs@ligatne.lv Mob. +371 28661216	Anita Ozola – Ozoliņa e-mail: saulite@sigulda.lv
Proposed time schedule	Monday – Friday 6/7-hours working day (including Latvian language training and meeting with teachers, supervisor and mentor)	Saturday – Sunday days off (or 2 free days in a row during a week in case when EVS volunteer participates in a weekend activity)	Public holidays days off	Holidays/vocation additional free days (EVS volunteers will have several holiday periods corresponding to the HO holidays).	

Activities or tasks of volunteers

1. According to the project interest area volunteer's daily tasks will include assistance to HOs staff while doing educational, creative and leisure time activities with children and young people, children and people with disabilities (in NGO "Cerību spārni"). As a part of HOs' team volunteers will have opportunity to take part in arrangement of annual Latvian festivals (Michael, Martin, Christmas, Easter, Midsummer etc.) or HOs' events – concerts, theatre performances, sports events, charity markets etc. Volunteers will be involved in all process – planning and organizing of activities, evaluation and feedback. Please see more detailed information below about activities in each Hosting organization.
2. Volunteers' creative activities for HO and local community: **each of volunteers during the project has to offer and realize (with help from HO staff) 2 new activities**, for example, photo exhibition, excursion, some event according to his / her skills / wishes / national traditions, etc. It gives a wide opportunity to show volunteers talents, creativity, entrepreneurship and communication skills in order to invent new traditions, games and workshops suitable HO or local community. We are expecting that the results of volunteer's activities will be also tangible things such as calendars, postcards, videos etc.

HO's has well equipped room for seminars and that could be used for volunteer's creative and learning activities. Volunteers are welcome to bring songs, games and introduce their own culture and traditions as part of intercultural learning.

Hosting organization No.1 – Waldorf kindergarten of Sigulda (WKS)

EVS period and volunteers:

12 months EVS for 2 volunteers starting from 1st September 2018 until 26th August 2019 (or 360 days between September 2018 – November 2019)

Waldorf kindergarten of Sigulda is the institution of non-governmental organization “Siguldas Alternativa izglitiba” (SAI) established in 1998 to promote alternative education for children as well as family education. In 2009 SAI acquired a public benefit organization status.

There are 2 groups in the kindergarten for children of age 1,5 to 7 years (a total of 40 children) with 10 teachers and administrative and technical staff. The kindergarten is working all year round and provides alternative (Waldorf) educational methodology.

Waldorf (Steiner) education is a humanistic approach to pedagogy based on the educational philosophy of the Austrian philosopher Rudolf Steiner, the founder of anthroposophy, which regards the human being as composed of body, soul, and spirit. Waldorf pedagogy distinguishes three broad stages in child development. The early years education focuses on providing practical, hands-on activities and environments that encourage creative play. Throughout, the approach stresses the role of the imagination in learning and places a strong value on integrating intellectual, practical, and artistic themes.

The educational philosophy's overarching goal is to develop free, morally responsible, and integrated individuals equipped with a high degree of social competence.

Annual kindergarten celebrations (from September till June) are Fall Fair, Masks Marsh and Lantern Festival, Christmas Fair, Christmas Story, Path of Light, Candlemas Day, Shrovetide, Easter Fair, Mother's Day, Graduation Celebration.

For more information see here: www.valdorfabernudarzs.lv (in Latvian).

The main activities or tasks of volunteers will be assistance to kindergarten staff in their daily work with the children (usually from 9 – 15 o'clock) and have a chance to learn Waldorf pedagogy by watching and participating in all kindergarten activities. The main task will be: participate in classes (painting, music, crafts, theatre, gymnastics, etc.), prepare materials for activities, help to kids during meals, dress up, dishwashing, making beds, doing different outdoor activities, etc. and participation in the work of non-governmental organization as valuable team member.

Requirements to youngster:

Active, emphatic, calm in work with children. No previous experience but loving children, get fun from organizing activities with children, walking and participating in outside activities. The daily rhythm seems very identical every day according to the Waldorf's pedagogy, but in the activities children are free for their ideas. So we are looking for a person who likes stability, who like that they know their day.

What we can offer:

Free afternoons, free meals at organization, friendly colleagues, creative children and satisfaction from the work with children, healthy life-style, work experience in alternative pedagogy and understanding in-depth the Latvian traditions, festivals.

Hosting organization No.2 – Creative Centre of Sigulda (CCS)

EVS period and volunteers:

12 months EVS for 1 volunteer starting from 26th September 2018 until 20th September 2019

12 months EVS for 1 volunteer starting from 11th October 2018 until 5th October 2019

(or 360 days between September 2018 – November 2019)

Creative Centre of Sigulda is local public institutions founded by Sigulda City Council and offer pre-school and non-formal education programs for children and youth. There are 3 different sections:

1. Children's group "Chestnut" (age 2-7) is working with small groups, focusing on each child's individual capacity building to prepare them for school. Parents always have an opportunity to participate in classes, learning the basics of playing as well as receive staff recommendations for children's development.
2. School-age children's center "Idea House" (age 7-12) brings together children after school for spending their free time in meaningful, cognitive and active atmosphere. "Idea House" is a safe place for children after school, here they can do their homeworks, meet with friends, drink some tea, play a variety of board games, Lego, participate in creative workshops. Under supervision of 3 teachers children can learn new skills, working with different materials and creating useful things - souvenirs, gifts and congratulations.
3. Youth Initiative Centre "Objective" brings together creative and active young people (age 12-20) to spend their free time useful and implement new practical ideas. There is possible to learn English for free or play the guitar, organize different seminars and lectures on topics of youth interests. The group of young people named "Sigulda Multi movement", which is dealing with the street gymnastics, combining athletic gymnastics, hip-hop culture, "Parkour" movement, as well as further sports events, became very popular. The youth from the Centre is actively involved in voluntary work for local community. They are involved in organization of educational, cultural and sports events, as well as in various charity events and visits to the elderly. More than 174 volunteer certificates have already been issued in last 5 years.

Since 2012 the Creative Centre of Sigulda organizes summer day camps for kids and youngsters like "Your summer club", "Feelings researcher laboratory". In 2014 was organized day camp "Your interest circle" for children from social risk families, as well as environmental camp "Eco-village construction" for teenagers.

For more information you can see here: www.sigulda.lv ☐ "Īnterešu izglītība" and <https://www.facebook.com/JICmerkis> (in Latvian).

The main activities or tasks of volunteers will include daily assistance to CCS' staff while doing educational, creative, and leisure time activities with the children / youngsters after school (for example, help in doing homework's, playing games, painting, crafts, modeling, etc.); and as a part of CCS' team volunteers will have opportunity to take part in arrangement of annual Latvian festivals (Michael, Martin, Christmas, Easter, Midsummer etc.), CCS's summer activities (day camps, music and art festivals, street gymnastics etc.), afternoon parties, music or foreign language clubs, etc.

In Youth Initiative Centre "Objective" volunteer is more independent and can realize his/her own ideas together with youngsters – organizing activities, trekking, cycling trips, teaching languages, making art etc. Volunteers will be involved in all process – planning and organizing of activities, evaluation and feedback.

Requirements to youngster:

More independent, creative, active youngster with leadership, planning and organizational skills, loving children or youngsters, getting fun from spending time together with children or youngsters. The skills of using Social media, Photo shop will be counted as good for youngster.

What we can offer:

You will be able to choose to work with children or with youngsters (or both), fun, independence in your work, active daily life, great team members, healthy life-style, participating in many workshops offered by the organization or making your own ideas, a lot of friends.

Hosting organization No.3 – Wings of Hope (WH)

EVS period and volunteers:

**7-8 months EVS for 1 volunteer starting from 1st September 2018 until 27th April 2019
(or 239 days between September 2018 – November 2019)**

“Wings of Hope” is the non-governmental organization established in 2003 to provide social services for children and young adults with different types of disabilities and to support their families, as well as to promote a positive public attitude towards people with functional disorders. In 2005 WH acquired a public benefit organization status.

Every year more than 70 children with disabilities (and their families) can regularly receive a variety of professional services in WH’s Day-care Center in Sigulda: counseling, babysitting services, therapeutic exercises, speech, art, music, dance and pet therapy, etc.. With the growing demand for social services, in 2013 WH created specialized workshops for persons with mental disorders. There they can develop and improve the necessary basic and social skills by engaging different workshops - ceramics, candles and soap-making, weaving, leather processing, household activities, etc.

In 2015 the organization established its own social enterprise "Pogotava" which is selling a variety of handicrafts made from different materials and with different techniques - leather and felt products, woven mats, hats, scarves, candles etc. Here you can see the products:

<https://www.facebook.com/Pogotava/>, <http://www.draugiem.lv/pogot/>,
<http://www.meistardarbs.lv/veikals/16792414>.

In the daily work and social services of WH are involved more than 20 personal (social workers, caregivers, trainers, therapists, speech therapists, etc.).

For more information about WH go here: www.ceribusparni.lv/en (in English).

The main activities or tasks of volunteers are assistance to NGO’s staff in their daily work with the children with disabilities while they are waiting for the procedure of health being (teaching some new skills, painting, hand-crafts etc.). Or assistance to NGO’s staff in their daily work with adults with disabilities (participating in work-shops: art, leather handicrafts, sewing, weaving, and making candles). The youngster can think his own work shop to develop the skills of people with disabilities. The volunteers participate in walking, events organized by NGO’s and can organized their own activity for the organization.

Requirements to youngster:

Active, independent, with high level initiative, stress persistence in work with people with disabilities. No previous experience needed but the priority will be given to youngsters who would like to be social workers in the future.

What we can offer:

You will be able to choose to work with children or with adults with disabilities. Working in the morning or in the afternoon. You will be able to learn practical things in organization’s workshops, getting experience in social work, participation in seminars organized by NGO.

Hosting organization No.4 – Ligatne's kindergarten

EVS period and volunteers:

12 months EVS for 1 volunteer starting from 26th September 2018 until 20th September 2019 (or 360 days between September 2018 – November 2019)

10 month EVS for 1 volunteer starting from 1st September 2018 until 7th July 2019 (or 310 days between September 2018 – November 2019)

Kindergarten of Ligatne (children of age 1.5 – 7) achieve pre-school education or in primary school (children of age 6 – 9) achieve primary education. The organisation is founded and acting since 1940. Organisation is located in two houses in Augsligatne: kindergarten with 5 groups (110 children) and school with 3 classes. The kindergarten's aim is to prepare children for elementary school, the school aim is to prepare children for secondary school. Their pedagogy is based on natural laws of surrounding world, physical activities and developing body and soul of individuality. Also they are motivating children to inquire about the world, environment, cross-culture and promoting them to become as responsible citizens with a high degree of social competence. Although their pedagogy is based on the standards of the state, their pedagogues are interested in human pedagogy and applying the methods of it in their work. The work is based on child individuality, their abilities and skills are recognised and improved.

Beyond the lessons children are playing on free and creative ambiance as in kindergarten as on outside activities. They have an English language lessons, dancing lessons and opportunity to acquire skills on performing acting at concerts, competitions and theatre.

The main activities or tasks of volunteers are talking with children and colleagues in foreign language so they can learn languages in their daily life. Volunteers are organising the play lessons in foreign language for children starting from 3 years, making some methodical materials to teach them basic foreign language. Or volunteers can participate in play lessons with children as assistants to the pedagogues to speak in his/her home country language or English. Therefore children learns foreign language via plays, games, theatre and have an interest about languages, other culture, people from different countries. The volunteer can organise other activities for local inhibitions.

Requirements to youngster:

Active, emphatic, calm in work with children. No previous experience in work with children but loving children, get fun from organizing activities with children, walking and participating in outside activities. Youngsters who like to teach and spend time together with children.

What we can offer:

Experience in work with children together with competent colleagues, friendly team, free meals in the organization, satisfaction from the work with children and participating in Latvian traditions, festivals. The administration of the organization really takes care of the volunteers. You will be able to participate in Ligatne social life, living in beautiful place near to Riga or Cēsis.

Hosting organization No.5 – Sigulda’s kindergarten “Saulīte” (Saulīte)

EVS period and volunteers:

10 months EVS for 1 volunteer starting from 1st September 2018 until 7th July 2019 (or 310 days between September 2018 – November 2019)

Sigulda region kindergarten “Saulīte” (in translation – “Sun”) is one of the biggest kindergartens of Sigulda municipality where children of age 1.5 – 7 achieve pre-school education. The kindergarten is founded and acting since 1966. It is located at the side of Sigulda and has big natural square and park next to the kindergarten. At the moment there are 9 groups (202 children). The kindergarten’s aim is to prepare children for elementary school. Their pedagogy is based on new educational system of the state and is based on the individual competences of the child. The accent is based on natural laws of surrounding world, physical activities. Also they are motivating children to inquire about the world, environment, cross-culture and promoting them to become as responsible citizens with a high degree of social competence. Their vision is that the kindergarten will offer high level education of the sciences (environment, physics, biology etc.) Beyond the lessons children are playing on free and creative ambiance as in kindergarten as on outside activities. They have an English language lessons, dancing lessons, robotics, cycling and opportunity to acquire skills on performing acting at concerts, competitions and theatre.

The main activities or tasks of volunteers will be assistance to kindergarten staff in their daily work with the children and organising science experiments in physics, nature, and biology. The main task will be: to organise, prepare materials and participate on play lesson to teach children physics, biology, environment, to furnish a physics room and territory for observation the natural procedures, help to kids during meals, dress up, walking, trekking, doing different outdoor activities, etc. and participation in the work of organization as valuable team member.

Requirements to youngster:

Active, emphatic, calm in work with children. No previous experience in work with children but loving children, get fun from organizing activities with children, walking and participating in outside activities. Youngsters who like to teach and spend time together with children. If you like to make some science experiments – you are the right one who we are waiting for.

What we can offer:

Experience in work with children together with competent colleagues, friendly team, healthy lifestyle, free meals in the organization, satisfaction from the work with children and participating in Latvian traditions, festivals. You will be able to learn and get fun from the natural experiments, feeling the seasonal changes; will get the satisfaction that you have made something suitable for the children.

Language support and trainings, certificate

1. Latvian lessons will be taught by professional teachers and will take place one a week.
2. Coordinating organization will make sure that all of our EVS volunteers will take part in both the on-arrival training and in the mid-term evaluation organized by Latvian National Agency.
3. Upon arrival to Sigulda, EVS volunteers will be inducted on the aspects below:
 - administrative, health and safety procedures and inner regulations
 - the aims, objectives and activities of the EVS project they are involved in
 - their individual learning plan, and *YouthPass* Process with their mentors.
4. At the end of the service each volunteer will receive their *YouthPass* Certificate and recommendation letter.

Candidates applying for voluntary work should meet following requirements:

- be available for the whole duration of the volunteering period and pre-departure training;
- strong motivation for work in selected area and learn new things in your life (! not required to have a previous experience in a working with children and / or young people with different types of disabilities);
- work requires psychological and physical resistance, patience and compassion;
- volunteers must be active, flexible, creative, responsible, with good communication skills, ready for team work;
- volunteers must be non-smoker and without substance abuse or criminal history;
- volunteers should be ready for independent life, winter season, open for living and working together with other people from different countries.

Documents for applying:	CV, motivation letter, questionnaire please, send to the e-mail: info@valdorfabernudarzs.lv till 31.10.2018 . <i>In case of any questions, don't hesitate to contact!</i>
Requirement procedure:	<ol style="list-style-type: none"> 1) View of the CV, motivation letter, questionnaire together with Hosting organizations. 2) Home work for selected youngsters. 3) Skype interview together with hosting organization (if possible with sending organization). 4) Questionnaire after sending organization's preparation for the EVS.
Documents to be submitted to Coordinating Organization before arrival:	<ol style="list-style-type: none"> 1. Health certificate for not carrying any infections. 2. Public authority paper for not having a criminal history. <p>* translation in English can be approved by the Sending Organization</p>