

WORK PROFILE FOR MAAILMANVAIHTO – ICYE FINLAND for the exchange year 2012-13

We are happy that You are interested to come and experience volunteer work year in Finland! This is the updated Work Profile of Maailmanvaihto - ICYE Finland. It is made in order to give you a better idea of the different types of volunteer work placements the ICYE program in Finland can offer.

YOUR SKILLS, INTERESTS AND PREFERENCES

Please read carefully what type of placements are available in Finland and then send us the preference list with information on which type of projects you are interested in. You will find the preference list in the end of this Work Profile. You can also give us more information on what type of volunteer work you would be interested. This is a great help for us in the search for the best possible volunteer work placement for you. We aim to find you a work placement, where you can use your experience and skills, learn some more and where the volunteer work place can also benefit from your contributions.

Please, keep in mind that this profile does not hold all the projects and not all the projects in the profile are hosting volunteers each year. In the matching process we do our best to take your preferences into account, but we cannot guarantee a place in any particular project or area in Finland.

VOLUNTEER WORK IN FINLAND

Most voluntary work placements within ICYE Finland are on the field of social work and education. The voluntary work is done in non-profit organisations and institutions. It is not possible to volunteer in a private company. The social work in Finland is mainly carried out by the government or municipalities. It is done by trained professionals. Every year several volunteers have got a social work placement, mostly with a live-in situation. This means that the volunteers work and live in these placements. In these work placements you will be able to communicate with different kinds of people and learn about the Finnish social and educational system.

Previous experience or, at least, interest in social work and some knowledge of English will make it easier to find a social work placement for you. The most important thing is a positive attitude and motivation for volunteer work and to learn new things. Especially in the beginning of the period and for a person

without a special profession or experience, **the work is often quite practical**. On the other hand, the work tasks depend a lot on the volunteers own initiative!

There is always an opportunity to shape the work tasks according to your interest and skills. So please remember to be active yourself and make suggestions on how to develop your work tasks during your volunteer work period!

Most of the work places are situated on the countryside and the public transport connections to nearby towns and cities may not be very good, so it may not be easy to go to the city very often. But anyway one of the most important parts of the experience is to get to know the culture through the local community. There are also some work places in our capital city Helsinki and smaller towns.

Please note, that volunteers participating in the European Voluntary Service will be placed in EVS accredited projects. The detailed descriptions of them can be found in the EVS database: http://ec.europa.eu/youth/evs/aod/hei_en.cfm

DIFFERENT TYPES OF VOLUNTARY WORK PLACEMENTS

There are many different types of volunteer work projects. Below you can find a short list of the different types of projects that Maailmanvaihto – ICYE Finland coordinates:

- **PÄIVÄKOTI (Finnish word for kindergarten)**

is a day-care centre for children who's both parents work during the daytime. Children in these kindergartens are between 1-6 years old. Volunteers working in päiväkoti help the staff in various ways: playing with the children, helping with eating and dressing in outdoor clothes as well as helping in cleaning the kindergarten. We have found the kindergartens to be the best places to learn the language! Some volunteers have been placed in English or Spanish language kindergartens or those using special pedagogic methods, like Montessori or Steiner kindergartens.

- **KOULU (School)**

Most of the schools in Finland are run by the government. Some schools are interested in hosting volunteers in order to create a possibility for the pupils for intercultural learning and practising a foreign language. In the elementary school there are 9 classes (with the possibility for the extra 10th class) and the children are aged from 6 to 16. The volunteer will work along with the teacher in the classes with the daily school work, but also help the school staff in other tasks like organising international days, festivals or other happenings.

- **LASTENKOTI (Foster home)**

Professional foster homes are created for socially excluded children who are taken into custody from their biological parents. The ages of the children vary from toddlers to teenagers. The community provides them care, social teaching and a home-like environment. The homely

atmosphere is often strengthened by the fact that the professional staff might be living on the foster home area with their families. Most foster homes in Finland work in close co-operation with cities and municipalities, which finance and monitor them. The purpose of this arrangement is to provide their inhabitants with family-like surroundings, close contacts, as well as advance their development and sense of security. The volunteer will participate in all the daily activities of the home and depending on his/her skills take part also in the creating of new activities for the inhabitants.

- **PROJECTS WITH PEOPLE WITH SPECIAL NEEDS (Disabilities)**

Many of our work placements offer education, work and accommodation services for people with special needs. There might be people with developmental, mental and physical disabilities and the work places offer varying work tasks. Volunteers are working for example in day activity centres, schools, arts&crafts workshops and communities. Work with the disabled people depends on the type of project in which the volunteer is working. Work can be very practical: helping the people in their everyday duties, but at the same time there are opportunities for learning and assisting in different types of therapy, art classes, handicraft workshops, agriculture, garden work, animal care, etc. Work with the people with special needs is challenging and requires some patience – especially in the beginning, but it is also very rewarding.

- **KANSANOPISTO (Folk High School)**

These schools are boarding schools for mostly young people aged from 16 to 30+. Most of the folk high schools are situated on the country side. This provides excellent opportunities for social development and for learning from the Finnish culture directly from the Finnish youth. Every year a growing number of volunteers work as volunteers in folk high schools in different parts of Finland. A good motivation and active initiative taking are a necessary condition of a successful year in "opisto". The volunteer work tasks vary according to the volunteers' skills and interests: from assisting teachers, giving language courses, organising free-time activities for the students to practical work like helping in the kitchen, library, office or in the garden and maintenance work. Sometimes it is possible to combine both voluntary work and studying some subjects in the folk high school.

- **NGO'S AND OTHER SPECIAL PROJECTS**

There are some special projects that do not fall into any of the above mentioned categories. There are for example some cultural projects, non-governmental organisations and local voluntary centres offering a voluntary work placement for the volunteer.

Please, fill in the "PREFERENCE LIST" -form on the last page of this National Profile and give it to your sending organisation or send it directly to ICYE Finland. With this information it is more likely that you will get the type of placement you wish. **We CANNOT guarantee the placement you have chosen and we want to remind you that the wishes are not binding.** They only give us an idea of what kind of work you are interested in. Of course we do our best to make everybody feel good in his/her placement, so the more you tell us about your interests and personal skills, the more likely you will be placed in a suitable work placement.

When you get the information of your hosting placement from us, please contact them prior to your arrival to Finland! ICYE Finland will provide you with contact details. It is important that you contact your voluntary work placement before coming to Finland. That will help you a lot, because you will then have a clearer idea of the place where you are going to! You can directly ask the people at your working placement questions about practical things and other issues you have on your mind. It is also nice for both, you and the people working in your voluntary work placement, to be in contact with you and get to know each other a little bit before your arrival!

WORK PLACEMENTS

Below you will find some examples of hosting volunteer work placements, with whom we have co-operation. Some of these projects might take a volunteer(s) also this year, but it depends on various factors such as the availability of host families. For the projects, which cannot offer accommodation, ICYE Finland needs to first find a host family before we can place the volunteer. **These projects will give you some examples, on what type of volunteer work ICYE Finland offers.**

Päiväkoti Tuikku
TYPE OF PROJECT: Kindergarten
DESCRIPTION OF PROJECT: Tuikku is a Kindergarten for 1-6 year old children.
VOLUNTEER'S TASKS: The volunteers task is to provide the children with games, arts and music from his/her country and to help the other employees with the handling of groups of children, to change in- and outdoor clothes (which is a lot of work especially during the winter due to the cold winter climate of Finland). The volunteer also helps the children with eating their lunch and snacks and doing some of the cleaning. The volunteer also takes the children outside to the park with the employees and helps in organising some special activities.
LOCATION: Helsinki, the Capital city in the south coast of Finland
ACCOMMODATION: in a host family

Kangasalan englanninkielinen leikkikoulu
TYPE OF PROJECT: English language Playschool (Kindergarten)
WEBSITE: http://www.kimppa.me/enkku/
DESCRIPTION OF PROJECT: The playschool is run by an association. As well as providing daycare facilities for children, they provide the possibility to learn English through games, songs and role play. There are about 20 children aged between 3 to 6 years. Having an international volunteer at the playschool offers a great possibility for children and the staff to learn new culture and language.
VOLUNTEER'S TASKS: The volunteer will be in an assisting role in the kindergarten. He/she will be helping with the care and educational work with children. Detailed tasks would be helping the children dress and wash up, cleaning, playing with the children in- and outdoors, planning and organizing arts & crafts, sports and drama activities.

LOCATION: In the small town of Kangasala, nearby Tampere.
ACCOMMODATION: in a host family
OTHER: The volunteer should be able to communicate fluently in English and enjoy working with children.

Mi Casita
TYPE OF PROJECT: Spanish language Kindergarten
WEBSITE: http://www.micasita.fi/index.php
DESCRIPTION OF PROJECT: Mi Casita is a private Spanish language kindergarten. It was established in Helsinki in 1994. The kindergarten is run by the Parental Association of Mi Casita. The project is funded by the monthly fees paid by the parents, support by the City of Helsinki and by other means of collecting funds. Currently there are three paid members of staff. The children are between 0-6 years of age. The children are Finnish, from Spanish speaking families and children adopted from Latin America. All staff members are native Spanish speakers.
VOLUNTEER'S TASKS: The volunteer helps and supports the other employees with the handling of groups of children. She/he plays with the children and could also teach some new games from her own culture. She/he reads to the children, takes them out, helps with dressing and undressing and helps with eating. The volunteer takes part in every kind of activity. For example if the kindergarten visits museums or other places, the volunteer can help to take the children there. Depending of the skills and interests of the volunteer, she could teach the children music, art, make plays with them, instruct sports etc.
LOCATION: City of Helsinki in the Southern Finland.
ACCOMMODATION: in a host family.
OTHER: Volunteer must speak Spanish fluently.

Kiipula Vocational College
TYPE OF PROJECT: Vocational College, also for students with special needs
WEBSITE: http://www.kiipula.fi/en
DESCRIPTION OF PROJECT: Bovallius is a centre of vocational education and a development centre of special education. The institute offers studies for students with special needs for example mental problems. 85% of the students have special needs which means, that they need many kind of support in their studies and daily living. This gives the volunteer many possibilities to work as well as to learn in Kiipula. Education in KVC aims at providing the students with the tools to lead a good life and to get work. KVC offers initial vocational study programs and preparatory and rehabilitative guidance and training in horticulture, electrical engineering and business & administration. KVC is always on the

lookout for modern teaching methods for different learning styles. Teaching is based on practical projects and on-the-job learning. Students study in small groups to give the teachers a chance to offer personal guidance when needed. As a development centre of special education KVC runs different kinds of projects and it also offers services on special education to other vocational institutes and colleges. Kiipula Vocational College is funded by The Kiipula Foundation.

VOLUNTEER'S TASKS: There are several different kind of tasks to offer a volunteer. They can be a tailor -made tasks according to his/her interests and qualifications. It is possible for KVC to offer jobs from student support to language teaching. 60 % of the students are living in dormitories and have lots of free time activities outside school hours as well. Participating in and helping to organise these activities could be a part of the volunteer's job description. There is also a garden with greenhouses, where it is also possible for the volunteer to work.

LOCATION: Countryside. 5km from the village of Turenki, Janakkala municipality. Southern Finland. 15km south from Hämeenlinna and 80 kilometres north from Helsinki.

ACCOMMODATION: Own flat within in KVC campus.

OTHER: Because of the nature of the school, the volunteer should have an open mind and be flexible when meeting and working with special needs students and in the multi professional organization of KCV.

Kotimäen pienryhmäkoti

TYPE OF PROJECT: Foster Home

WEBSITE: <http://www.romanomissio.fi/kotimaki.htm>

DESCRIPTION OF PROJECT: Kotimäen Pienryhmäkoti is an institution operated by the Romano Mission. Its purpose is to provide a supporting and safe environment for children and youth, whose parents are not able to take care of them. The Children's Home has a capacity to have 10 children. However, currently there lives 7 children aged 9 to 16 – all of whom come from Roma minority.

VOLUNTEER'S TASKS: The tasks of the volunteer is help the staff to take care of the children, spend time with them and organize freetime activities for them. Some of them have difficulties in learning English and they find it easier to learn through activities. Additionally, many of the children are very much in need of adult company and because of this individual activity on a one-to-one basis can be important. Sometimes the volunteer will also help with practical tasks such as cleaning and cooking. In any case, having an international presence is always refreshing.

LOCATION: The Foster Home is located in the Southern Finnish town of Sipoo, which is a small rural town located about 30km east of Helsinki.

Sipoo is a vibrant town located on the coast of Finland. The village, Martinkylä, in which the Foster Home is located is situated in the Northern part of Sipoo with the nearest (5km) centre being Kerava.

ACCOMMODATION: Own room in the foster home.

OTHER: The volunteer would live in the community and take part in all the daily activities. The volunteer should be motivated to learn about foster care methods and to be initiative taking in creating leisure activities for the children and the youth and also be active when it comes to his/her own free time.

Myllylähde Community

TYPE OF PROJECT: Disabled people

DESCRIPTION OF PROJECT: Myllylähde is a village community with disabled adults. The members of community are called co-workers. It is a part of the international Camphill movement, which was established to work and live with people who have mental handicap/learning disability. From the outset, the intention was to do this work not as a 'job' in the usual sense of the word, but as a way of life. In the community all work that has to be done is shared: teaching; caring; household tasks; gardening and ecological farming. In Camphill, the ideal is that of a community life where each person, according to ability, contributes what they can towards the well-being of their fellows. The community is based on the general Christian values and principals. These principals are expressed for example by a custom of giving thanks before each meal. The main work activities of Myllylähde are the biodynamic agriculture, animal care, gardening, packing of the agriculture products (flour and seeds) and weavery / crafts workshop where for example dolls are made.

VOLUNTEER'S TASKS: Life in community changes according to the season and so does the job description of the volunteer. An important part of the work is to create something new and the volunteer can utilise his/her skills and interests in this part of the work. At times the care is more occupying and sometimes there are more events to organise. The volunteer is expected to be willing to help with all the activities of the community. The volunteer can use his personal skills - musical and artistic for Volunteers can introduce their own culture and language to the members of the community. This may take place by presentations, exhibitions or giving lessons for example during the weekly village seminars. Volunteer can also take the opportunity of the village seminars to present or give lesson on issues and subjects that have a personal interest to the volunteer. Myllylähde is a community that shares all the responsibility of work and enjoys free time together, too. The tasks of the volunteer will be socializing with the disabled and co-working in their and the communities daily functions. The work will also consist of practical tasks and various activities with the disabled, organising festivals and other events, farm work and also some domestic routines like cooking and cleaning. The workshops of the project include: biodynamic

farming, animal care, gardening, weavery and packing of the farm products. The volunteer can help in the workshop/ area of activities that mainly interested him/her and corresponds to his/her personal skills and abilities. Evening activities can be e.g. sport related, other activities (arts, music, etc), which can be created for example by the volunteer him/herself.

LOCATION: Countryside. Outside of the village center of Hämeenkoski in Southern Finland. About 30km north-west from Lahti.

ACCOMMODATION: in the project

OTHER: The volunteer should be prepared to live in a community where he/she will be working and living with disabled people. Interest in a communal way of life is helpful. ALSO EVS PROJECT.

Sylvia-koti

TYPE OF PROJECT: Disabled children

WEBSITE: <http://www.sylvia-koti.fi>

DESCRIPTION OF PROJECT: Sylvia-koti is a member of the worldwide Camphill Movement. This movement seeks to create communities oriented to work with children and adults who need special care. The aim of the project is to improve the international awareness and intercultural skills of the disabled and give a volunteer a wide range of ways to develop himself in terms of social activities with the disabled. The activities include voluntary work in many different units of Sylvia-koti and the volunteer can improve her/his skills in many sectors according to his interests.

VOLUNTEER'S TASKS: The work consists of practical tasks and various activities with children and youth in their school work and leisure as well as assisting them in their daily functions and helping with domestic routines like cooking and cleaning. The volunteer may also organise festivals and other events with the children. He/she can participate in different workshops (bakery, candle-dipping workshop, weavery, wood workshop and pottery workshop, in the garden, at the horse stables and on the farm) according to his/her own interest, socialising and spending time with disabled youth and children.

LOCATION: Sylvia-koti is situated about 6 km from Lahti, which is a middle-sized city in southern Finland 100 km north of the capital Helsinki. The population of Lahti is about 100000. It is an important business center in its region and also has many educational institutes. It is also famous for winter sports. Lahti has a remarkable natural environment with forested hills called Salpausselkä.

ACCOMMODATION: Within one of the "home units" of the project

OTHER: There are normally several volunteers in the project at once.

Hoitokoti Poppeli
TYPE OF PROJECT: Disabled people – Care home
WEBSITE: http://www.hoitokotipoppeli.fi/
DESCRIPTION OF PROJECT: Care Home Poppeli is a home providing care and activities for up to 16 adults with minor disabilities. The emphasis of the work is on personal development connected with self-determined and active participation in the community life and its work. All disabled people living in Poppeli take part in everyday chores according to their own abilities and wishes. The staff helps them to do various tasks and activities such as mowing the lawn, wood work and household tasks.
VOLUNTEER'S TASKS: The volunteer will help in all the activities and chores of the care home. The tasks can include assisting and helping the disabled in their tasks and activities, taking them outdoors, cooking, and, of course, socializing with the people of the community.
LOCATION: Small town of Suonenjoki. Central/Eastern Finland. 50km south-west from Kuopio.
ACCOMMODATION: Own room in the project OR in a host family
OTHER: Open-mindedness and willingness to work with disabled people are the most essential qualities. Smoking and use of alcohol is not allowed within the project.

Savonlinna Christian College
TYPE OF PROJECT: Folk High School, camp centre and hostel
WEBSITE: http://www.sko.fi/english/
DESCRIPTION OF PROJECT: The curriculum of the folk high school is concentrated on arts and music education, teaching of life skills for the people with special needs, additional 10 th elementary school class. During the year there are both long courses and some short courses and happenings. There is also education for the immigrants, so you will meet people from all over the world.
VOLUNTEER'S TASKS: In Savonlinna Christian College the volunteer will have opportunity to take part in Finnish language course as well as work as a volunteer in various tasks such as assisting teacher, maintenance work, helping in the kitchen and organizing activities for the students. It is important to be active and motivated.
LOCATION: Countryside, 6 km from the Savonlinna centre.
ACCOMMODATION: In the project, student dormitory.
OTHER: The College is situated in beautiful area by the lake.

PREFERENCE LIST:

Please indicate in order of preference your 5 most favoured projects. We try our best to place everybody to their favoured projects, but unfortunately that is not always possible. So, please be prepared to make compromises.

_____ Folk high school

_____ Kindergarten

_____ School

_____ Project for disabled

_____ Foster home

_____ Farm Work

_____ Local voluntary center

_____ Other:

Would you like to be placed in (mark with X):

_____ city

_____ countryside

Would you prefer working with:
(indicate in order of preference from 1 to 5)

_____ Children

_____ Youth

_____ Elderly

_____ Disabled

_____ Socially excluded

Why would you prefer working in this type of projects?

What are your expectations from this experience?

Describe any previous experiences, which will help you in this work.

Additional information if needed:

Exchangee & Country _____
Exchange Year _____
Signature _____