



Volunteering team project

ELF AROUND!

1.11.-15.12.2020

YOUTH CENTRE VILLA ELBA

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Team ESC project, Kokkola 1.11.-15.12.2020

WELCOME TO VILLA ELBA!

Elf Around is a volunteering team project that gathers 18 persons from around Europe to Kokkola 1.11.-15.12.2020. (1.11 and 15.12 traveling days) During the project, the volunteers help to prepare Villa Elba's Christmas project. The volunteers should be between 18-30 years old.

The volunteers will be introduced the history and secrets of Finnish elves and based on that the volunteers help to plan and realize an Elf path for children and families and visit service homes to visit elderly people and bring Christmas greetings to them.

Youth Centre Villa Elba

Villa Elba is a National Youth Centre supported and observed by the Ministry of Education. We are specialised in youth work and our function is to develop the methods used in the field of youth work. We work under the Finnish law covering youth work and by the Ministry of Education.

Our goal is to offer youngsters the possibilities of learning in multicultural environment and finding their own strengths and abilities through international activity.

Our work consists of international camps and programs, education, practical training and voluntary work for young people, information and guidance about international programs, projects and ESC co-ordination for hosting organisations.

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Profile of participants

The participants are young people seeking new possibilities to their lives. The volunteers can be unemployed, face educational, economic, social, or physical challenges or have low language skills. We wish that the volunteers are interested in working with children and feel confident to act as an elf. There is no need of previous experiences, just the interest to try it out and learn more!

We offer the volunteers:

- a chance to live in a new culture
- possibility to do volunteer work for the local community
- a chance for intercultural learning
- a project where you can use your creativity

Volunteers should be prepared for:

- darkness
- coldness
- listening to Christmas music
- changes
- adventures

We expect from volunteers:

- flexibility
- respect
- ability to follow rules and schedules

Villa Elba project staff

Supervisor:

Is in charge of instructing the volunteers in daily work tasks. Supervisor organizes the work and gives instructions how to do the work.

Support persons:

Supports the volunteers during the whole project. Their task is to help volunteers to fulfill their commitments and to support them to manage their everyday life: cooking, cleaning, free-time activities etc. In case of problems, the support persons are available 24/7.

Mentor:

Helps the volunteers to get to know the local community, they meet the volunteers regularly to help them to reflect their learning outcomes. Mentor presents free-time activities and helps volunteers to find meaningful things to do in their free time.

Project administration:

Project coordinator deals with administration: applications, final reports, and collection of travel documents, organizes practical arrangements like pickups from train station or airport, accommodation, and other practicalities.

Office clerk deals with the financial issues; pays the pocket money and make payments to sending organisations.

Development Manager has the overall responsibility for the project.

Tips for traveling to Kokkola:

The participants can search for flights to Helsinki or directly to Kokkola. The best way to travel to Kokkola from Helsinki is train, timetables and prices at: www.vr.fi/en. There is also one very cheap bus connection <http://www.onnibus.com/en/index.htm>, but this runs only once a day and the ride is very long (approx. 7 hours). Villa Elba organizes transportation from Kokkola airport/ train station to Villa Elba. This transport cost is covered from the travel grant.

What to bring along:

- Warm clothes and shoes (also gloves, cap) temperature can be something between +5 and -30 Celsius
- European health card (very important, you will need it if you need to go to health centre/hospital!)
- personal medication and hygiene products
- Swimming suits if they want to wear them in sauna or want to go to swim
- Something typical from your country to present your culture (music, songs, dances, something to eat etc.)

On-arrival training:

First week of the project will be on-arrival training in Youth Centre Villa Elba. The aim of the training is to get to know the other participants and understanding for ESC. We will also tell about the aim of the project, intercultural learning and about their rights and responsibilities. There will be Finnish language lessons to learn basic words and sentences



Tasks



After the on-arrival-training volunteers will work on different teams related to the theme of the project: Elves and Christmas.

Volunteers help the staff of Villa Elba with Christmas preparations and organizing Elf path happenings for families, kindergartens, and other visitors of the Youth Centre.

Work also includes helping the staff of Villa Elba in cleaning and serving for the Christmas time visitors of the Youth Centre. Volunteers organize an Elf path for local kindergartens in the forest near to Villa Elba. Villa Elba's surroundings and the elf path are already prepared for this project by previous volunteers. In this project volunteers' main task is to guide children, families, and other visitors in the elf path.

Volunteers will act as elves and do different kind of activities with the visitors around the Elf path. On the Elf path children can for example learn important elf skills, like peaking from windows, elf dance, making presents etc. We hope to find volunteers who are interested in acting and performing and working with children even without common language. Part of the work is also cleaning and taking out the elf path after the events.

Some volunteers will be in charge of documentation of the whole project and will take part of different events, which other volunteers are organizing. Team can use the media equipment that Villa Elba has and use their own creativity for planning the methods of documentation.

A link to an Elf path-video made by media students:
<https://www.youtube.com/watch?v=cQqA2eZvpxk>

We encourage participants to bring in their own ideas and competences when planning and realizing the content of the different events and activities organized during the project. Planning and preparing the teams tasks will include for example, making elf costumes, making Christmas decorations, planning games for children, and planning how to promote intercultural learning.

The ESC-volunteers are working together with the regular staff of Villa Elba





Examples of Christmas



songs for volunteers

We Wish You a Merry Christmas

Violin 
We wish you a Mer-ry Christ-mas. We wish you a Mer-ry

Vln. 
Christ-mas. We wish you a Mer-ry Christ-mas and a Hap-py New

Vln. 
Year. Good tid-ing we bring to you and your kin. Good tid-ings for

Vln. 
Christ-mas and a Hap-py New Year. We wish you a Mer-ry

Vln. 
Christ-mas. We wish you a Mer-ry Christ-mas. We wish you a Mer-ry

Vln. 
Christ-mas and a Hap-py New Year

Morsgrisar är vi allihopa


Mors-gri-sar ä vi al-li-ho-pa, al-li-ho-pa,
al-li-ho-pa, mors-gri-sar ä vi al-li-ho-pa, al-li-ho-pa,
du me', ja' me', å du me', ja' me', å du me'.

Working hours and holidays:

Most of the work tasks also include performing as Christmas Elf. The volunteer will work 5 days a week, approximately 35 hours. The working hours are usually from 9-16 including lunch break, but sometimes work times can vary depending on events that we are taking part in. In that case, work can also be in evening time for example from 14.00-20.00 or 7.00-14.00.

Volunteers have holiday **30.11.-1.12.**



Accommodation and meals:

During the project, the volunteers will live in Youth Centre Villa Elba. The accommodation is in cottages (8 persons/cottage). Therefore, it requires patience and flexibility, as you will share the cottage with other people during the whole project.

Meals are served in Villa Elba during on arrival training, and during the rest of the project, volunteers will get lunch at Villa Elba on working days but prepare other meals themselves. Twice a week the support persons will go buy the food for the meals with a couple of the volunteers.

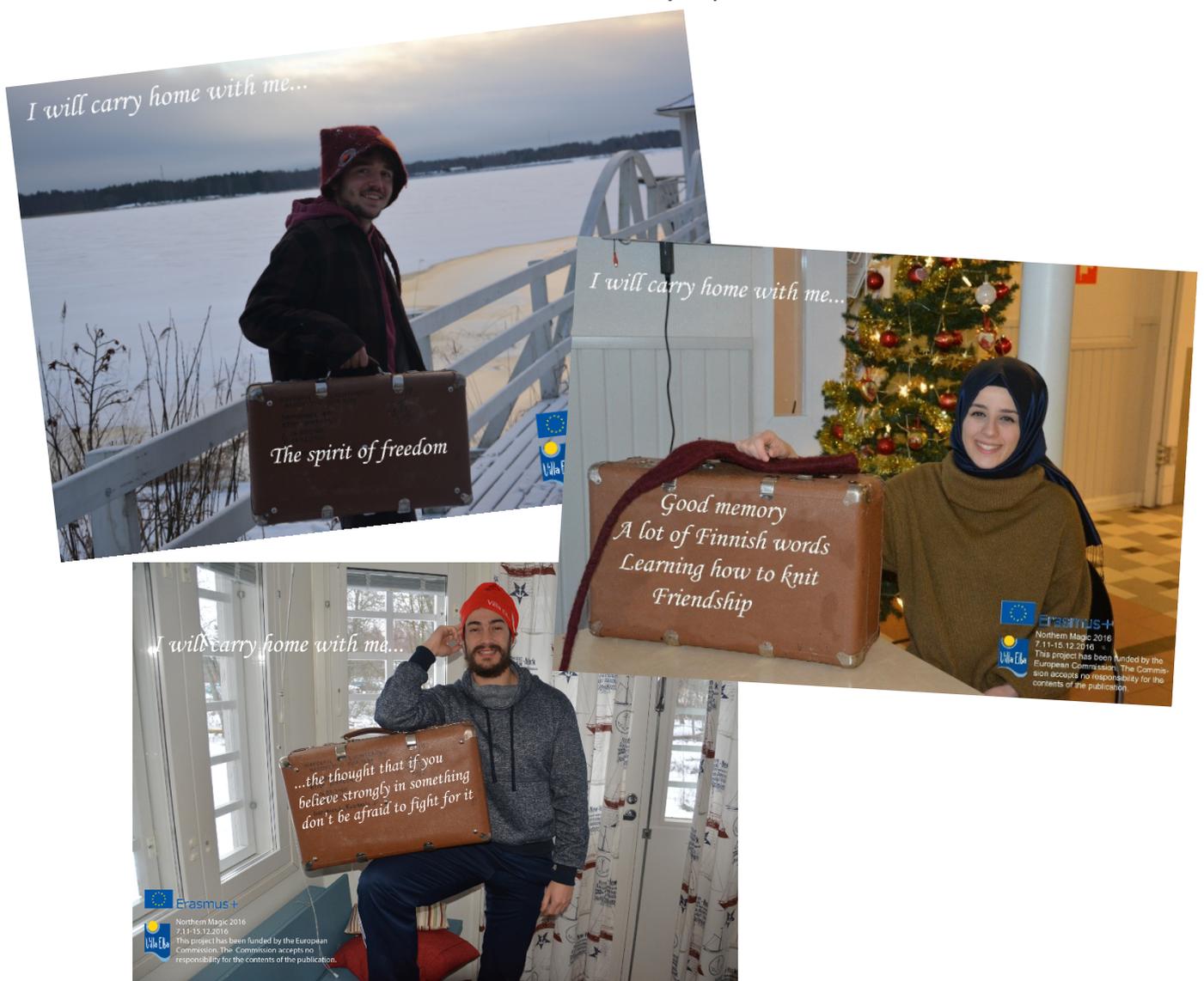
Villa Elba provides bed sheets and towels.



Support measures:

Extra support is available for volunteers 24/7 during the whole project. The support persons help with everyday issues (cooking, cleaning, shopping), to get familiar with local community and culture, helps in difficult situations and supports the volunteers to reflect on their learning outcomes. There will be organized mentor meetings weekly and volunteers are entitled to take part in the mentoring meetings.

Each sending organisation can, if needed, send a support person to escort the volunteers to Kokkola 1.-4.11. We provide board and lodging for the support persons and travel costs are reimbursed fully up to 500 €.





Financial issues



Travel grants:

Travel grants are paid according to the funding rules of Erasmus+:
Travel grants depend on the length of the journey, and for measurement of the journey we use Erasmus+ distance band calculator:
https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

10-99 km	20 €
100-499 km	180 €
500-1999 km	275 €
2000-2999 km	360 €
3000-3999 km	530 €
4000-7999 km	820 €
8000+ km	1500 €

Pocket money

The pocket money is 220 € for the whole project (5€/day), it will be paid in 2 parts in cash during the project.