

ICYE DENMARK

Description of the project

Dansk ICYE is working on international exchange programmes. Working with us, the volunteer will have an opportunity to gain in-depth knowledge about international exchange programmes.

The volunteer will have an opportunity to participate in international meetings and take part in trainings that is arranged by Dansk ICYE.

The main focus will be on the incoming program of both the EVS and ICYE long term exchange programmes. The working language for the staff, coworkers and exchangees will be in English.

The volunteer will be engaged in a broad array of work areas such as external and internal communications, designing and planning activities for exchangees, preparing, coordinating and participating in various types of meetings with coworkers as well as ongoing administrative tasks in the office.

The general activities will be to keep in touch with exchangees – in cooperation with Dansk ICYE's co-workers – while they are doing their project in Denmark.

The volunteer will update exchangees on the social activities going on in the organization, and help explore ways to get involved locally and meet other young people in the area where their projects are located.

Finally, the volunteer will also be part of the daily routine at the office, helping out with various administrative tasks related to the EVS and ICYE incoming programs.

Working hours: 35 hours per week.

The volunteer will live with a hostfamily.

Volunteer profile

- keen interest in an international organisation
- fluent at written and spoken English is highly appreciated
- The volunteer will be involved in marketing

Receiving Organization

ICYE Denmark, Klosterport 4A, 3. sal, 8000 Aarhus C

Website: www.icye.dk

Facebook: www.facebook.com/danskicye

PIC number: 949464907

Next volunteer period: 1 September 2017 – 1 July 2018

Deadline for application: 26 March 2017

Number of volunteers: 1