

**YEN BAI PROJECT**

**TEACHING ENGLISH TO CHILDREN FROM  
MOUNTAINOUS AREAS AT  
YEN BAI CENTER OF CONTINUING EDUCATION**



**Project title:** Teaching English for children from mountainous areas at Yen Bai Center of Continuing Education, Yen Bai province.

**Position and title of post:** Volunteers as tutors of English for children and adults, trainers of English for teachers.

**Project owner:** Solidarités Jeunesses Vietnam (SJ Vietnam)

**Local partner:** Yen Bai Centre for Continuing Education

**Location:** Yen Bai Centre for Continuing Education, Yen Bai city, Yen Bai province, Vietnam

**Duration:** At least 3 months.

**About SJ Vietnam**

SJ Vietnam operates through a network of national non-profit organizations and partner organizations in Europe, the Middle East, Asia, Africa, South and North America, and Australia.

It organizes short-term and long-term international projects, actions of social integration, training activities, international solidarity actions and runs small Youth centers in Hanoi. SJ Vietnam is a full member of UNESCO – CCIVS and NVDA.

Through these actions, SJ Vietnam aims to promote:

- The voluntary participation of all, particularly young people and those in social disadvantaged situations, in local, national and international life.
- Local development that takes into consideration the needs of the individual, the environment and the Cultural Heritages into consideration.
- The breakdown of barriers between generations, cultures and nations.
- A concrete construction of peace.

SJ Vietnam mobilizes young people themselves to bring the values of tolerance and respects for all human beings without any political or ideological cleavage. The management of the organization and all its activities are open to all young people without any discrimination: SJ Vietnam selects its volunteers only based on their motivations and skills. For each activity, national or international, it tries to manage in lowest cost possibility so that it is accessible to everybody.

Basically, the activities of the hosting projects, which are organized with volunteers, are workcamps (renovation, masonry, carpentry, joinery, teaching, children activities, environment protection, painting, art performance, etc) and long-term projects (local development).

### **Yen Bai Centre for Continuing Education**

Yen Bai Centre for Continuing Education (YCCE) was established in 2002 and is located in the centre of Yen Bai city, Yen Bai province. The main objective of YCCE is satisfying as much as possible the learning needs of local.

One main task of YCCE is teaching English. YCCE provides many English courses for children from the mountainous neighborhood with the aim of equipping them with firm foundation and confidence to use English effectively. Besides, YCCE takes responsibility to train teachers of English in Yen Bai province annually in order to improve their teaching results. Furthermore, the center gives English courses for adult learners such as IELTS/TOEFL courses, preparation for post-graduate entrance exam courses, etc.

### **Description of work**

Volunteers will teach English to children and create a friendly environment in order to encourage them to communicate in English. Volunteers will be teachers; they are expected to teach vocabulary, grammar and other aspects of English to their own classes, which may have more than 10 students each. Volunteers also organize leisure activities in English (games, interactive activities, etc.) by providing the self-study materials. Moreover, they will train teachers of English on speaking and listening skills, writing skills in various forms, and teaching methods.

### **Project Objectives**

One effective way to learn English is to communicate with people coming from English speaking countries. As the children don't meet foreigners that often, this is a good opportunity for them to practice language skills. Furthermore, through learning and teaching English, volunteers and students will understand each other better, which is a good way for intercultural learning. Extracurricular activities will also bring happiness and fun to children so that they will have optimistic views about life, nature, and environment around them.

### **Duties and responsibilities**

- Teach English to the children.
- Organize leisure activities for the children.
- Train English teachers in speaking and listening skills, writing skills in various forms, and teaching methods, etc.
- Encourage students to speak English as much as possible so that their English will improve.
- Evaluate studying progress of students.

### **Work arrangement:**

- Working place is at Yen Bai Centre for Continuing Education, Yen Bai province.
- It is advised that the volunteer will devote at least 5-6 hours/day, 5 days/week: 3 hours in the morning/ or in the afternoon, 2 hours in the evening. Sometimes, volunteers have classes on Saturdays and Sundays.
- Volunteers will have timetable for teaching, they will work with a Vietnamese coordinator at the center.
- YCEE will provide accommodations, free lunch and dinner for volunteers.
- A bike will be lent to volunteers for traveling around the city in their free time.

### **Qualifications and experiences**

- Fluent in English.
- Previous English coaching/teaching experience is an asset.
- Strong inter-personal skills, and experience in working with a wide variety of people.
- Cultural sensitivity.

- Commitment to volunteering, considerable experience as a volunteer
- Ready to live as local people (basic accommodations, transport by bus or bicycle, local food).
- Patience
- Be motivated and ready to face difficulties such as language and cultural difference, low budget, etc.

### **Accommodation**

The volunteers will stay in dormitory in the center or they may stay at host family.

The food will provide by canteen or host family.

### **Participation fee**

7.500.000VND /month this fee includes food, transportation and basic accommodation in host families. Volunteers will pay all their participation fees in a single payment to their sending organizations or directly to SJ Vietnam bank account 2 weeks before they come to Vietnam. Volunteers have to send a scan of the receipt and bring it to SJ Vietnam. If they do not pay their participation fees before coming, they will be in the waiting list. The volunteers can stay longer or less than couples of months but they are supposed to pay for the whole months and may be a half as well. For example, if volunteers stay for 3 months and 10 days, they are supposed to pay for 3 months and a half (it means they will pay 26.250.000VND); if they stay for 3 months and 20 days, they are supposed to pay for 4 months (it means they will pay 30.000.000VND). If volunteers have holiday in the middle of their voluntary durations, the holiday duration will still be considered as their voluntary time so volunteers are supposed to pay for the holiday duration. If they have holiday after finishing all voluntary work with SJ Vietnam, they do not have to pay for that.

Following is the address to transfer fee:

*Account name: SJ Vietnam*

*Account number: 4054928*

*Address: ANZ Hanoi Branch*

*No 14, Le Thai To Street, Hanoi, Vietnam*

*Swift: ANZBVNVX*

*Telephone: +84 438258190*

*Fax: +84 438258188/9*

### **Application procedures**

Interested candidates should email a detailed Resume (CV) and an application letter to their voluntary sending organizations.

The national voluntary organizations have to send their candidates' CVs to: [in@sjvietnam.org](mailto:in@sjvietnam.org). Our incoming coordinator is responsible for accepting volunteers.