

Host Project Description (within the Framework of the European Voluntary Service)	
Name of the coordinating organisation	ICJA / ICYE Germany
Contact person in the host organisation for EVS administration	Tamara Breuer Email: tbreuer@icja.de Tel. +49 (0)30 200071645
Name and complete address of the project placement	Stephanus Stiftung Margarete-Steiff-Haus, Wohngruppe 5 Homepage: http://www.stephanus-stiftung.de/de/stiftung/wohnen/erwachsene/weissensee/
Project number	
Activities of the project organisation (aims, objectives, actions)	<p>The volunteer will work in a residential group for people with disabilities that belongs to the <i>Margarete Steiff-Haus</i>, which is run by the Stephanus Foundation.</p> <p>The Stephanus Foundation coordinates over 80 institutions all over Berlin and Brandenburg for people with disabilities, children and youth as well as elderly people.</p> <p>The residential group is located in Berlin-Buch, with about eight people with mental disabilities between 23 and 30 years living together, assisted by staff members.</p> <p>Each of the residents has their own room, and the project supports them in living as independently as possible. The living situation aims at offering the residents the same chances and opportunities as people without disabilities, including similar residential circumstances. Therefore, the group is located on the 7th floor of an apartment building in Berlin-Buch.</p>
Description of the community the project is situated in	<p>The residential group is located in Berlin-Buch. North of the city centre, Buch is a Berlin suburb characterized by some unemployment and a low number of people with migration background. Buch is known for its beautiful park and its branch of the university hospital Charité. In Buch, there are good public transport connections to the Berlin city centre. Berlin itself is a city that offers a huge variety of cultural, sportive, international and political life. Berlin has 3.5 million inhabitants.</p>
Description of the tasks of the volunteer in the project	The volunteer will assist the residents in those situations where they need support: offering and supporting free time

	activities such as gardening, playing music etc, home work, guidance when going shopping, cooking and eating, helping in their daily activities such as getting up, getting dressed, evening activities and so on. The volunteer will not be working in the field of hygiene. The volunteer is welcome to propose ideas for free time activities (creative, sports, cultural activities). Due to the missing qualification and profession the volunteer will not be working in the night shifts.
<i>Required skills and interests of the volunteer</i>	<p>The <i>Stephanus Foundation</i> has the following expectations towards the volunteer's required skills and interests:</p> <ul style="list-style-type: none"> - motivation to work in the project - ready to work with people with mental disabilities (experience in this field would be welcome but not necessary) - be open to work in a responsible, independent way - be open to living with people with disabilities - be prepared to work in care and support - basic knowledge of German language would be an advantage - reliability and punctuality
<i>Working hours, working time:</i>	The volunteer will be working in different shifts: generally this could be in the morning (7:00-13:00), in the afternoon (15:00-20:00) or at weekends. These shifts and working time can be accorded together with the volunteer depending on interests and possibilities. Working at weekends will only occur in rare occasions. The weekly working hours will be 30-35 hours; two days off a week. The language course will be considered as working hours.
<i>Training and support for the volunteer</i>	<p>There is a mentor who is responsible for answering any questions and supervising the work of the volunteer, and who speaks English. The volunteer can take part in the regular capacity training for staff members.</p> <p>The project has much experience with German volunteers and has been a host project for the European Voluntary Service for several years now.</p>
<i>Pocket Money</i>	The volunteer will receive 110 Euro/month as pocket money (paid by ICJA).
<i>Public Transport</i>	The volunteer will be reimbursed for the costs of a monthly public transport ticket (reduced fee) (paid by ICJA).

<i>Description of the accommodation</i>	The volunteer will be living in one apartment (2 rooms, kitchen, bathroom) in the living home. Maybe he/she has to share this apartment with another volunteer or intern; each one gets a single room.
<i>How will the food arrangement be?</i>	The volunteer will receive provisions (amounting to 241Euro/month) from the project.
<i>International travel costs</i>	The volunteer will receive a financial contribution to his/her travel costs from his/her place of origin to Germany and back. The amount depends on the distance travelled. For travel distances between 500 km and 1999 km: 275 Euro, between 2000 km and 2999 km: 360 Euro etc.
<i>Insurance</i>	The volunteer will receive health insurance, third party liability insurance as well as general accident insurance via the group insurance of the European Commission (free of charge for the volunteer).