

## **CFP Famenne-Ardenne**

*(Waiting for the new accreditation under the Erasmus + Program)*



**Theme 1: Access for disadvantaged**

**Theme 2: Environment and climate changing**

### ***Project period***

EVS activity will start on 01/02/2016 for duration of 12 months

### ***The Hosting Organization***

The CFP (Centre de formation professionnelle—Professional Training Centre) Famenne Ardenne is a non-profit organisation recognised and financed by the “Walloon agency for the inclusion of disabled people” and supported by the “European Social Fund”.

Our aim is to help our “trainees” in finding a job and to foster their inclusion in our society.

**Our target public is not only made up by people with disabilities (most of our centre users do not have any visible handicap) but also by lots of people who can't find a job and are in risk of exclusion for many different reasons. We work for and with weak, excluded, sick, disabled and poor people and people who have in general difficulties in looking for a job in nowadays labour market.**

The CFP offers its users a professional training, both theoretical and practical, according to each one's personality, preferences, interests, abilities and needs. Thanks to a multidisciplinary staff composed by

social workers, psychologists and technical trainers, we can offer our beneficiaries professional trainings in these specific fields: professional cleaning, laundry, car wash, gardening and agriculture.

### ***EVS experience***

This will be the second time that CFP will host an EVS volunteer.

Actually we are not alone in this adventure: we are supported by our coordinating organization, the association of Compagnons Bâtisseurs, which has a strong experience in the EVS program.

We really believe that our centre aims, functions and working methods fit very well with the philosophy and values of the EVS program as respect, inclusion, youngsters skills development, responsible and active citizenship, not-formal education.

### ***Location of the project***

Our centre is located in Marloie, in a semi-rural area. The closest town, the one where the volunteer will live, is Marche-en-Famenne, 5 kilometres away from Marloie.

Marche-en-Famenne is a small town situated in the south French speaking part of Belgium. With about 17 000 Inhabitants, the municipality of Marche counts with numerous villages: Hollogne, Waha, Verdenne, Champlon-Famenne, Grimbiémont, Lignièrès, Roy, On.

The volunteer will be in contact with all the other EVS volunteers being hosted in the other projects in the municipality of Marche-en-Famenne. Even if Marche offers all the modern facilities, it is however IMPORTANT to know that the town it's very quiet and that it's not the best place to stay for the urban life-style lovers. The nightlife here is less vivid than in bigger towns. Nevertheless, Liège, Namur or Brussels are not far from Marche which has very good train connection.

### ***The project***

We mainly expect from our EVS volunteer to accompany, support and help our technical trainers in organizing and holding all the trainings (**professional cleaning, laundry, car wash, gardening and agriculture**) offered to our public. At the beginning the volunteer will take the time to discover all what we do at CFP and then s/he will choose the activities s/he will be more interested in!

The volunteer will have many learning opportunities: for example, taking part in our trainings of 'gardening and agriculture' the volunteer will learn about the techniques of preparation of soils, seeding and plantations; taking part in the training 'blanchisserie' s/he will learn how to run professional laundry and ironing activities and so on...

Anyway, **no matter which activities the volunteer will chose to do, s/he will for sure acquire skills in working with disabled and disadvantaged people.**

The volunteer will be completely integrated in our team; s/he will mainly support us in the organization of the trainings but also in the implementation and promotion of leisure activities such as journeys, games, outdoor activities and cultural events for the users of our center.

**If desired the volunteer will take part in our educational meeting; s/he will help us in the evaluation of our trainees' development.** The aim of his/her presence in our center is to offer our people the possibility to open themselves to another culture, another dimension.

The volunteer is expected to help us in improving the group cohesion, bringing new ideas and working actively for a stronger inclusion of our people. To reach this goal s/he will be warmly encouraged to collaborate with the other young people who volunteer in CBB projects, focused on the topic of disabled people inclusion.

During the project the volunteer will receive all the support needed: s/he will have a mentor who will help him/her in opening a bank account, finding a French course, enrolling him/herself to the city hall and s/he will have of course also technical support during the work.

### ***Collective activities with other EVS volunteers***

The EVS activity within CFP Famenne-Ardenne is part of an EVS group project that aims to increase European awareness among youth in the town of Marche-en-Famenne and to improve a closer

collaboration between the local social services. For this reason, some activities will be run with other EVS volunteers (hosted by three other local organizations).

The volunteers are encouraged to work together especially during specific youth events organized once a year in Marche-en-Famenne: Rock festival, Carnival, youth services opening day... The volunteers will help to prepare and follow-up these events. In some occasions, they can hold an information stand presenting EVS program and youth exchange opportunities. We would also like to organize a "European night" in the local youth house to give volunteers the possibility to present their country and traditions.

### ***Profile of the volunteer***

Our project is open to anybody motivated by volunteering and who wishes to be involved in our organisation, regardless to his/her nationality, religion, beliefs, diploma, professional experience. Because our public doesn't speak any other language than French, we require that the volunteer have some basic skills in communicating in French.

We expect the volunteer to be open to the difference and ready to build an atmosphere of confidence and security with the centre users; be ready to involve him/herself in the several tasks we do with them; be able to work together with the staff; be interested in the topic of disabled people inclusion; agree with our philosophy of equality and openness to the difference; willing to listen, communicate and care about the young adults in risk of exclusion.

**!!!We ask the volunteer to provide a certificate of good conduct (CGC)!!!**

### ***Number of EVS volunteers hosted***

**One** on this project but s/he will have daily contacts with the other EVS volunteers hosted in Marche-en-Famenne municipality (4 in total)

### ***Risks prevention, protection and safety***

**Safety at work:** The EVS volunteer will always work under the responsibility of youth workers of CBB. S/he will have the autonomy s/he'll need to develop his/her own initiatives and personal projects, but s/he won't be responsible of an activity on its own.

S/he will always get the advice and support of a youth worker.

The activities s/he will take part in will always be prepared with the staff.

Preparation meetings will allow the staff to inform the EVS volunteer about the rules to respect, about all in risks prevention and safety.

**Safety at home:** The volunteer will be hosted in an accommodation with all the modern comforts and respecting the safety rules. When arrived, the volunteer will receive a list of phone numbers to call in case of emergency. S/he will also receive the phone numbers of his/her mentor and task-related supervisor.

**Risks and crisis prevention:** Risks prevention is firstly linked to a good preparation. We will provide the volunteer with complete and true information before s/he will join our project. The sending organisation will be in charge to follow the volunteer during the pre-departure process, to inform him/her about the EVS program, about the rights and responsibilities of the different actors involved, about the administrative obligations the volunteer has to respect before to leave his/her country, etc. When arrived in Belgium, the volunteer will participate in the on-arrival seminar and the mid-term evaluation organized by the French speaking National Agency.

At the very beginning of the project, we'll especially take care to welcome the volunteer, to show him/her interesting places of our town and Belgium and to present him/her to other young people.

We'll also check that everything is in order with the insurance.

The EVS volunteer will participate in our weekly meeting in order to be integrated in the team and to have the chance to talk about the difficulties s/he lives.

An evaluation of the EVS experience will be made on regular basis with his/her mentor. If there is a problem, a meeting with the project coordinator will be held in order to solve it.

In case of crisis/emergency, we'll require the intervention of the specialized services required, according to the situation.

As we are the hosting and coordinating organisation in this project we are in charge, together with our national agency, to provide the resources that can help in case of any serious casual problems.

### ***How to apply***

You need to prepare a **specific motivation letter** for this project as well as a **CV** and send it to YAP Italy: LTV@YAP.IT **at the latest on the 3rd of September 2015**. Once the application is received, the volunteer will have to fill in a **questionnaire** and send it back by the 10th of September. **The application of those who didn't send their questionnaire on the 10th won't be taken into consideration.**

**Preference will be given to volunteers who write in French (although it does not have to be perfect!).**

**We encourage volunteers to learn a bit of French before the beginning of the projects.**

**For further information please contact:**

**Stefano VARLESE**

**YAP Italy coordinator**

**LTV@YAP.IT**

**Tel:+39 067210120**

From Monday to Friday

From 10:00 to 13:00

From 14:00 to 18:00

**[www.yap.it](http://www.yap.it)**