

**PEACE CORPS KOSOVO VOLUNTEER REQUEST FORM**

**Community Organization Development Project**

|  |  |
| --- | --- |
| Instructions for applying*UPUSTVO ZA PRIJAVU* | 1. Please fill out the form of the application in English   *Molimo vas popunite formular za prijavu na engleskom jeziku*   1. Send the application to: kv-pcvrequest@peacecorps.gov   *Molimo vas pošaljite vaše prijave na: kv-pcvrequest@peacecorps.gov* |
| For questions please contact:*Za pitanja, molimo vas kontaktirajte:* | Merita Fehmiu, Program Manager  +383 49 817 900  [mfehmiu@peacecorps.gov](mailto:mfehmiu@peacecorps.gov) |

**Peace Corps' Role in Kosovo:**

To contribute to the social, economic, and human development of Kosovans through working with collaborating agencies. Peace Corps Volunteers (PCVs) live and work in communities to promote world peace and friendship by partnering to advance shared development goals and through cross-cultural exchange. This allows the people of Kosovo to understand American culture better and also allows the PCVs to strengthen their understanding and appreciation of the culture of Kosovo. Technical assistance is provided by the Volunteer in the areas of English Education and Community Organizational Development. Ultimately, the goal of every Peace Corps assignment is to support the people of Kosovo in their efforts to improve the quality of life in their communities.

***Uloga Mirovnog Korpusa na Kosovu:***

*Da doprinese socijalnom, ekonomskom i ljudskom razvoju gradjana na Kosovu kroz saradnju sa partnerskim organizacijama. Volonteri Mirovnog korpusa (PCV) žive i rade u zajednicama na promovisanju svetskog mira i prijateljstva partnerstvom kako bi unapredili zajedničke razvojne ciljeve i kroz međukulturna razmenu. To omogućava građanima Kosova da bolje razumeju američku kulturu i takođe omogućava Volonterima da ojačaju svoje razumevanje i poštovanje kulture Kosova. Volonter pruža tehničku pomoć u oblastima engleskog obrazovanja i organizacionog razvoja zajednice. Na kraju krajeva, cilj svakog zadatka Mirovnog korpusa je da podrži građane Kosova u njihovim naporima da unaprede kvalitet života u svojim zajednicama.*

**Peace Corps provides the following to PCVs:**

* Pre- and in-service training events throughout their service
* Supervision and support throughout their service in cross-cultural, technical, safety, health and well-being
* Monthly living allowance (includes allowance for meals, transportation, and other incidental costs.)
* Medical care

**Mirovni Korpus pruža sledeće Volonterima:**

* *Obuku pre i tokom celokupnog trajanja službe*
* *Nadzor i podrška tokom službe u oblastima kulture, tehničkih sposobnosti, bezbednosnosti i zdravstenoj*
* *Mesečnu stipendiju (džeparac koji podmiruje troškove hrane, prevoz i druge iznenadne troškove.)*
* *Medicinsku negu*

**Agencies, organizations, and institutions provide the following to Volunteers**:

*Agencije, organizacije i institucije pružaju sledeće Volonterima:*

The following list of requirements is the responsibility of the hosting institution to provide each Volunteer placed at the site.

*Spisak kriterija koji se zahtevaju od institucije domaćina Volontera na radnom mestu.*

**Please tick the boxes next to resources and/or facilities that your organization can provide to the PCV:***Molimo vas označite koja sredstva i/ili prostor koji vaša organizacija može da pruži Volonteru:*

**Supervisor**:

*Nadzornik: odgovoran je za pomoć Volonteru u radnoj orijentaciji, savladanja kulutre, tehničkoj i neprekidnoj podršci*

**Counterpart**: to work with the PCV and to participate in a mutual transfer of skills and knowledge

*Saradnik: radi sa Volonterom i angažuje se na medjusobnoj razmeni sposobnosti i znanja*

**Proposed Expectations for Work:** organization agrees to work with the Volunteer to develop an outline of proposed work for the PCV over the first three months after they arrive.*Predložena očekivanja na poslu: organizacija se slaže da saradjuje sa Volonterom na razvoju okvira predloženog rada Volontera u prva tri meseca nakon pristizanja u zajednici.*

**Housing: Identification of appropriate housing (host family)** options based on Peace Corps’ defined housing standards

*Smeštaj: identifikacija odgovarajućeg smeštaja (ugostiteljske porodice) u skladu sa standardima Mirovnog Korpusa*

**Work Space:** a dedicated work space (desk, chair) for the Volunteer:

*Radni prostor: namenjen radni prostor (sto, stolica)*

**Additional Support, if available** (i.e. office equipment, materials): Add additional you can provide here: Type here.

*Dodatna podrška ukoliko je na raspolaganju (npr. Kancelarijski pribor, materijali)*

|  |  |
| --- | --- |
| **Name of Agency/Organization/Institution** *Ime agencije/organizacije/institucije:* | **Address:** |
| Type here. | Type here. |
| **Name of Supervisor:**  *Ime nadzornika* | **Title/Position:** |
|  | Type here. |
| Phone Number/WhatsApp: | Email: |
| Type here. | Type here. |
| **Name of Primary Counterpart:**  *Ime glavnog saradnika* | **Title/Position:** |
| Type here. | Type here. |
| Phone Number/WhatsApp: | Email: |
| Type here. | Type here. |
| **Name of Other Counterpart or Contact:**  *Imena drugih saradnika* | **Title/Position:** |
| Type here. | Type here. |
| Phone Number/WhatsApp: | Email: |
| Type here. | Type here. |

|  |
| --- |
| **Please describe or add information about your organization here:**  *Kratak opis organizacije* |
| Type here. |
| **Your Organization is:** *Vaša organizacija je:* |
| Local Self-Government  Public institution  Civil Society Organization |
| **In case of a Civil Society Organization, select your main area of work (do not select more than one box):** *U slučaju civilnog društva, molimo vas odaberite jednu oblast (ne označavajte više od jedne oblasti)* |
| Environment  Business Development  People with disabilities  Human Rights  Interethnic relations  Gender Equality  Youth  Other |
| **Please describe why you want a Peace Corps Volunteer to work with your organization.**  **What would you like the Volunteer to do? What would they do during their first 3 months?**  *Molimo vas da opišete zašto želite da Volonter Mirovnog korpusa radi sa vašom organizacijom.*  *Šta želite da Volonter uradi? Na čemu bi oni radili tokom prva 3 meseca?* |
| List reasons for requesting a PCV here. |

**In which of the following areas would you require the assistance of a Volunteer? Using the following table, the Project Framework for Peace Corps Kosovo’s Community Organizational Development Project, please describe the general nature of potential activities for the Volunteer.**

*U kojoj od sledećih oblasti biste zahtevali pomoć Volontera? Koristeći sledeću tabelu, okvir projekta Organizacioni Razvoje Zajednice Mirovnog Korpusa na Kosovu, molimo vas da opišete opštu prirodu potencijalnih aktivnosti Volontera.*

|  |  |  |
| --- | --- | --- |
| **Project Goal:** Civil society actors (organizations, institutions, and individuals) build social capital while promoting the employability of women and youth. | | |
| **Objective** | **Activity** | **Organization Interested?**  **Yes or No** |
| 1. Strengthen the capacity of community organizations that serve women & youth to achieve their mission.   *Ojačati kapacitet organizacija zajednica koje služe ženama i omladini da ostvare svoju misiju* | Co-facilitate a participatory ecosystem mapping exercise to visualize the organization’s relationships and operating environment  *Mapiranje participativnog ekosistema kako bi se vizualizirali odnosi organizacije i sredine u kojoj deluje* | Yes/No |
| Guide organization members to strengthen the organization’s relationships (including partnerships) with key stakeholders  *Voditi članove organizacije da ojačaju odnose sa ključnim akterima* | Yes/No |
| Co-organize or co-facilitate a campaign to advocate for a specific group or cause  Kampanja za odredjenu grupu ili cilj | Yes/No |
| Co-plan and co-facilitate a PDM workshop for organization members  *Obuka o osmišljavanju/upravljanju projektom* | Yes/No |
| Guide organization members to use PDM methodology to design, manage, and evaluate a project  *Usmeravati članove organizacije da koriste PDM metodologiju za dizajniranje, upravljanje i procenu projekta* | Yes/No |
| Guide organization members to prepare and submit project and grant proposals  *Usmeravati članove organizacije da pripreme i apliciraju za projekte i grantove* | Yes/No |
| Support the creation and/or improvement of feedback loops with key stakeholders  *Sistem povratnih informacija sa zainteresovanim stranama* | Yes/No |
| 1. Increase employability of women & youth.   *Povećati zapošljivost žena i omladine* | Co-facilitate clubs for women or youth that incorporate employability skills development  *Klubovi za zapošljavanje žena i omladine* | Yes/No |
| Co-plan and co-facilitate training for women or youth on employability skills  *Obuka o veštinama potrebnim za zapošljavanje* | Yes/No |
| Mentor women or youth on employability skills  *Mentorstvo veština potrebnih za zapošljavanje* | Yes/No |
| 1. Increase citizen participation of women & youth in community development activities.   *Povećati učešće žena i omladine u aktivnostima izgradnje zajednice* | Co-organize and co-facilitate community volunteering activities  *Aktivnosti volontiranja u zajednici* | Yes/No |
| Co-organize and co-facilitate a service learning project  *Projekti za društveno korisno učenje* | Yes/No |
| Co-plan and co-facilitate training of women or youth on diversity and inclusion topics  *Obuka o raznolikosti i inkluziji* | Yes/No |
| Co-plan and co-facilitate training with community members on how to use PACA to identify priorities for women and youth in the community  *PACA obuka* | Yes/No |
| Co-organize and co-facilitate youth civic engagement clubs  *Omladinski klubovi za građansko angažovanje* | Yes/No |

**Please add any additional comments here about your interest in hosting a Volunteer in your organization or other support you can provide to a Volunteer**:

*Molimo Vas da ovde dodate dodatne komentare o vašem interesovanju za saradnju sa Volonterom u vašoj organizaciji ili drugoj podršci koju možete pružiti Volonteru:*

Type here.

**NOTE: WE WISH TO REMIND YOU THAT PEACE CORPS POLICY SPECIFIES THE FOLLOWING:**

1. No Peace Corps Volunteer should deprive a Kosovo citizen of a job.
2. A Peace Corps Volunteer addresses basic needs at the grassroots level.
3. A Peace Corps Volunteer’s assignment builds local capacity.
4. A Peace Corps Volunteer should have Kosovo citizens as work partners associated with all assignments.

***Napomena: Podsećamo vas da unutrašnje politike Mirovnog Korpusa odredjuju da:***

*1. Nijedan Volonter Mirovnog Korpusa ne ugrožava radno mesto nijednog gradjanina Kosova*

*2. Volonter Mirovnog Korpusa radi na potrebama zajednica na lokalnom nivou.*

*3. Zalaganje Volontera Mirovnog Korpusa izgradjuje lokalne kapacitete.*

*4. Volonter Mirovnog Korpusa treba da ima lokalnog saradnika u svim aktivnostima.*

**Host Family Information: *Informacija o ugostiteljskoj porodici***

Volunteers live with host families for 2 years during their service in the home or in semi-attached living quarters. Host families receive a modest payment for housing and hosting the Volunteer. To avoid conflicts of interest, host families should not be co-workers or supervisors. The Volunteer must have their own room.

Volonteri žive u ugostiteljskim porodicama tokom trajanja njihove dvo-godišnje Volonterske službe u istom ili polu-odvojenom životnom prostoru. Porodice primaju skromnu nadoknadu za udomljavanje i priejm Volontera. Kako bi se izbegli mogući konflikti interesa, ugostiteljske porodice ne bi trebale biti porodice nadzornika ili saradnika. Volonter mora imati zasebnu sobu.

|  |  |  |
| --- | --- | --- |
| **Please list any possible homestay family options you have identified in your community where the home is within a 3 km walk of the workplace:**  *Molimo vas navedite moguće opcije za ugostiteljsku porodicu koje ste identifikovali u vašoj zajednici s time da su porodcie udaljene najviše 3 km hoda od radnog mesta:* | | |
| **First option** | **Second option** | **Third option** |
| **Name of a representative of the host family:**    **Telephone number:**    **Address:** | **Name of a representative of the host family:**    **Telephone number:**    **Address:** | **Name of a representative of the host family:**    **Telephone number:**    **Address:** |

Signature of Requestor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: Click here to enter a date.

*Potpis aplikanta*

Name of Requestor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Ime aplikanta*