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**YOUTH IN DEVELOPMENT VOLUNTEER REQUEST FORM**

Thank you for your interest in hosting a Peace Corps Volunteer. Please complete this form in its entirety and return it to Stepan S’hoyan, Program Manager, at sshoyan@peacecorps.gov.

**organization INFORMATION**

|  |  |
| --- | --- |
| **Name** |  |
| **Address (Street, Community, Marz)** |  |
| **Director’s Name** |  |
| **Phone numbers/ Email** |  |

|  |  |  |
| --- | --- | --- |
|  |  | **Type of organization:**  National Government Agency  Non-Government Organization    High School  Other: *(Please specify)*­­ |

**Describe the mission of your organization, and a brief history of your work and projects.**

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| --- | --- | --- | --- |
| **Number of Employees (paid and volunteer)** | | **Number of Volunteers/Intl. Volunteers and Members** | |
| Female |  | Female |  |
| Male |  | Male |  |

**What are your organization’s working days and hours?**

**Days of the week:**

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

**Hours per day:**

**CURRENT PROJECTS**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Current projects and activities** | **Please indicate the timeframe** | |
| **Start (month/year)** | **End (month/year)** |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |

**COLLABORATION**

**With which International, Local, Governmental and Non-Governmental organizations have you worked over the last 3 years?**

**With which organizations would you like to develop partnerships?**

**Please list other active organizations and NGOs in your community.**

**VOLUNTEER ASSIGNMENT**

**List projects and activities you would like a volunteer to work on. (Please, remember that the volunteer should not take the place of the local staff member). *(Please use additional sheet, if necessary)***

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| --- | --- | --- |
| **Objectives of Volunteer Assignment** | **Implementation Period** | **Expected Outcome** |
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**Describe what professional skills and knowledge the volunteer should have, to be successful in your organization.**

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| --- | --- |
| **Knowledge** | **Skills** |
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**FACILITIES AND RESOURCES**

**Describe your facilities and resources that would be available to a volunteer.**

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| --- | --- | --- |
| **Dedicated program space** | **Available for the volunteer to use** | |
| **Yes** | **No** |
| **Space for regular youth club activities for minimum 15 young people** |  |  |
| **Athletic facilities** |  |  |
| **Art room** |  |  |
| **Computer room** |  |  |
| **Library** |  |  |
| **Other resources, please list** |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Resources** | **Available for the volunteer to use** | |
| **Yes** | **No** |
| **Computer** |  |  |
| **Access to Internet** |  |  |
| **Office supplies** |  |  |
| **Dedicated Work Space for the Volunteer (desk, chair)** |  |  |
| **Other resources, please list** |  |  |
|  |  |  |
|  |  |  |

**Describe what challenges you think the volunteer will face in your organization.**

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**Counterpart INFORMATION**

**For effective collaboration between volunteers and host organizations, Peace Corps requires that each volunteer have an assigned counterpart. Youth in Development program counterparts should be dedicated program staff members who are currently involved in designing and delivering youth activities. Identify at least two potential counterparts.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name & Surname, Position** | **Years with this organization** | **Phone number** | **English Proficiency** | | |
| **Beg** | **Int** | **Adv** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Describe what role the counterpart(s) currently have in your organization.**

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|  |

**Describe why you think these people can be good counterparts for the volunteer.**

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**Community Information**

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| --- | --- | --- | --- |
| Name of the community |  | Population |  |

**Transportation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| To | Distance | Types | Frequency | Duration (hr,min) | Cost |
| Marz center | km | Bus |  |  |  |
| Marshutka |  |  |  |
| Nearby city  Name: | km | bus |  |  |  |
| marshutka |  |  |  |
| Yerevan | km | bus |  |  |  |
| marshutka |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Community Resource** | **Yes** | **No** | **Notes** |
| **Post** |  |  |  |
| **Food markets/shops** |  |  |  |
| **General Stores** |  |  |  |
| **Public library** |  |  |  |
| **Culture centers/ houses** |  |  |  |
| **Schools, other educational institutions** |  |  |  |
| **Internet service** |  |  |  |
| **Banks/branches** |  |  |  |
| **Polyclinic/health center** |  |  |  |
| **Hospital** |  |  |  |
| **Police Station** |  |  |  |
| **Availability of houses for rent** |  |  | /approximate price for a month/ |

**Other important information about your community you would like the Volunteer to know about your community and/ or your organization.**

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**VOLUNTEER HOUSING**

**Peace Corps Armenia requires that PCVs to live in a host family during the initial 3 months at site. Host families are an important factor in a volunteer’s community integration and language learning, and are provided with a stipend to cover the volunteer’s room and board.   
  
Please list at least three potential host families in your community and the distance from your workplace. Your organization’s director’s and counterpart’s families cannot serve as host families.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Անուն և ազգանունը | Name & Surname** | | **Հեռախոսի համարներ | Phone numbers** | | | **Հեռավորություն | Distance** | | |
| **1.** | |  | | |  | | |
| **Ձև | Type:**   բնակարան/apartment  տուն/house | | | Number of family members: Ընտանիքի անդամների քանակը | | |  | |
|  |  | |  |  | |  |  |
| **Բնակմակերես | Living space:** | ընդհանուր մ2/ m2: | |  | Ընդհ. սենյակների քանակ/total # of rooms: | |  |  |
| Ընդհ. ննջասենյակների քանակ/bedrooms: | | |  | Կամավորի սենյակի մ2/PCV room size m2: | |  |  |
|  | | | | | | | |
| **Անուն և ազգանունը | Name & Surname** | | **Հեռախոսի համարներ | Phone numbers** | | | **Հեռավորություն | Distance** | | |
| **2.** | |  | | |  | | |
| **Ձև | Type:**   բնակարան/apartment  տուն/house | | | Number of family members: | | |  | |
|  |  | |  |  | |  |  |
| **Բնակմակերես | Living space:** | ընդհանուր մ2/ m2: | |  | Ընդհ. սենյակների քանակ/total # of rooms: | |  |  |
| Ընդհ. ննջասենյակների քանակ/bedrooms: | | |  | Կամավորի սենյակի մ2/PCV room size m2: | |  |  |
|  | | | | | | | |
| **Անուն և ազգանունը | Name & Surname** | | **Հեռախոսի համարներ | Phone numbers** | | | **Հեռավորություն | Distance** | | |
| **3.** | |  | | |  | | |
| **Ձև | Type:**   բնակարան/apartment  տուն/house | | | Number of family members: | | |  | |
|  |  | |  |  | |  |  |
| **Բնակմակերես | Living space:** | ընդհանուր մ2/ m2: | |  | Ընդհ. սենյակների քանակ/total # of rooms: | |  |  |
| Ընդհ. ննջասենյակների քանակ/bedrooms: | | |  | Կամավորի սենյակի մ2/PCV room size m2: | |  |  |
|  | | | | | | | |
|  | | | | | | | |

**signature page**

|  |  |  |  |
| --- | --- | --- | --- |
|  | | | |
| Directors name & surname | | | |
| Director’s signature | | | |  |
|  |
| Date | |  |

Thank you for completing this application. We will review your application along with those submitted by other organizations. If your application meets our requirements, Peace Corps staff member will visit your site to talk more about mutual expectations, roles and responsibilities and the possibility of placing a volunteer with your organization. Please note that this application is not a guarantee that a PCV will be placed in your organization.

Please complete this form in its entirety and return it to Stepan S’hoyan, Program Manager, at sshoyan@peacecorps.gov.