



PRACTICALITIES

- **Food:** In the beginning of each month the volunteers will receive a monthly allocation for food - 153 EUR (300 BGN).
- **Accommodation:** Provided – a room in a shared apartment; all utilities and Internet are covered. (applicable for international volunteers only or local volunteers who are not living in the city of placement at the moment of applying for the position)
- **Pocket money:** In the beginning of each month the volunteers will receive a monthly allocation for pocket money - 4 EUR (per day).
- **Insurance:** Provided (standard health insurance).
- **Phone:** Monthly local calls plan will be covered in order to fulfill the project tasks.
- **Transport – international:** Reimbursed according to the EU distance band calculator up to 275 EUR, after completion of the project and providing all needed travel documents. (applicable for international volunteers only)
- **Transport – local:** Monthly public transport card will be provided covering the daily transport in Sofia. In case the volunteers are involved in activities in another city/village, the respective travel costs will be also covered by the project.
- **Visa** – Covered, if needed
- **Bulgarian language course:** The volunteers will have the opportunity to use the online language system (OLS), covering A1 level in Bulgarian. Additional resources for language learning will be provided.

- **Working hours and Vacation:** The volunteers will work between 35 and 38 hours, 5 days per week. The specific of the project will require flexibility, working during weekends is a possible. Bulgarian National holidays will be considered as non-working time for the volunteers, who additionally will have 2 days off per month.
- **Certification:** Each volunteer will receive a **Youth Pass Certificate** and **Recommendation Letter** upon successful completion of the project.
- **Training and Support:** The volunteers will be included in the trainings, provided by the Bulgarian National Agency: on-arrival training and training for midterm evaluation. Upon arrival the volunteers will participate in the orientation training, which will allow them to understand the values, structure, work dynamics, local and international cooperation mechanism in the organization. Each volunteer will receive on-going training related to the specific work they will be involved in.

Personal support will be provided by individual **mentor** while task related support will be provided by the coordinator/supervisor and other staff members of the organization. The volunteers will be included in the weekly staff meetings and will also have personal and group monthly/midterm evaluations.

