

FELM VOLUNTEER POSITION

<p>Title / Duration / Visa</p> <p>IELB Felm Volunteer 2023 Support person to church work</p> <p>3 months (as agreed)</p> <p>FELM tutor: Katja Tynkkynen, Program Manager Partner tutor: Head of the corresponding Department or Unit</p>	<p>Partner / Location</p> <p>Iglesia Evangélica Luterana Boliviana (IELB) - La Paz The Bolivian Evangelical Lutheran Church (Iglesia Evangélica Luterana Boliviana, IELB) is the second largest Lutheran church in Latin America. It is a church of indigenous peoples, mostly Aymaras and Quechuas, and has approximately 17.000 members. Felm has been working with IELB since more than 20 years, implementing at the moment 4 joint projects. Among other themes, Felm is supporting work with children and youth, women and gender, livelihoods, education, food security and water systems. The projects are being carried out both in La Paz and in various communities. The volunteer work is located in La Paz with visits in the countryside.</p>
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<p>Objective and duties of Felm Volunteer</p> <ul style="list-style-type: none"> - according to the profile of the volunteer, as agreed with the church: supporting to work with children and/or youth, women (leadership, gender, economy), family, communication, financial administration, education or other themes 	<p>Short description of the tasks</p> <ul style="list-style-type: none"> - support the church teams in the appointed area
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<p>Competence / Qualifications / Language requirements:</p> <ul style="list-style-type: none"> - meet the requirements of the Felm Volunteer program - minimum language requirement: good knowledge of Spanish

Benefits and commitments: (please do not change or remove the text)**Felm country office**

- Providing the tasks, materials and instructions for the Volunteer before volunteer period
- Felm will cover in-country expenses related to the volunteer task, such as work-related travel, sim-card and computer if necessary at work, etc.
- Advising the applicant with visa-procedures and providing Volunteer with visa invitation letter, and cover the costs if Volunteer needs extension of visa
- Providing a personal tutor and a draft program for the Volunteer period (incl. tutor discussions, starters session, mid-term discussion and evaluation session)
- Accommodation (furnished apartment or bedroom with shared kitchen and toilet)
- Introducing the Volunteer to Felm's partners work in the project areas

Felm Helsinki office

- Recruiting a suitable Felm Volunteer
- Providing the tasks, materials and instructions for the Volunteer
- Orientation session
- Feedback session
- Travel insurance
- Criminal records extract for volunteering if tasks include working with children
- Small reimbursement of expenses

Felm Volunteer

- Following the FELM Volunteer agreement and its guidelines
- Following the Code of Conduct and Safety Instructions of LWF and tutor's instructions in destination
- Purchasing his/her own travel tickets from Finland to the country of placement and visa
- Obtaining a health certificate before departure
- Taking care of all personal expenses and arrangements other than mentioned above (Volunteers are responsible for their own international airfare, first visa, baggage insurance, not work related travel, food, laundry and other personal expenses)
- Commitment to provide feedback
- Commitment to take part in parish visits after returning to Finland (organizing by Felm)

Lähde liikkeelle –course is a prerequisite for applying to Felm Volunteer tasks.
Full-time students attending the Felm Volunteer program are eligible for trainee status.