



(Tanzania- South Africa Youth Exchange- 2011/2012) PROGRAM INFORMATION FOR APPLICANTS

BACKGROUND INFORMATION

UVIKIUTA is a vibrant Tanzanian Youth development organization. UVIKIUTA came to its existence as a respond to today's' young men and women to improve their living standards economically and socially.

Our vision: UVIKIUTA- Tanzania envisions becoming a Youth development organization working for Young people and their communities, promoting always peace, solidarity and sustainable development.

Our mission: UVIKIUTA's mission is to build communities that are self-reliant, able to address social and economic challenges by using available local resources. This is possible by provide holistic experience that will broaden minds, expand horizons and empower young women, men and the communities to realize their full potential as productive, responsible and caring citizens.

Specific objectives:

Education and skills development

- To provide an opportunities for young men and women that will improve their education levels, acquire skills and knowledge relevant to manage their surroundings and become self-reliance
- To offer programs that supports the academic, creative, personal and social development of young men and women
- To provide positive experiences in group participation and opportunities to build leadership skills
- To Foster knowledge through innovative skills and promote social positive changes among young men and women

Employment Creation

- To prepare young men and women for different career opportunities that await them once they finish their studies
- To train young men and women to acquire entrepreneurial and job creation skills through short courses and demonstrations centers
- To enhance the socio-economic status of the youth by engaging them in income-generating projects to enable them realize their potential

Environment Conservation

- To promote youth and community participation in environment conservation work through sustainable planning and practices
- To engage youths in micro-interventions in environmental conservation based on individual, group and community participation
- To establish an Eco village as model for sustainable living; implementing various programs so as to raise the quality of life through wise-use of available local resources, indigenous knowledge, and application of alternate and renewable technologies

INTERNATIONAL YOUTH EXCHANGE PROGRAMS

- **Introduction:** Youth exchange programs offer powerful vision. It is based on our firm belief that young people have a vital role to play in developing and building a more just and sustainable world community. The programs aim at connecting meaningful volunteer work and community engagement with the Millennium Development Goals (MDGs) as formulated by the United Nations.

In the programs, individuals and groups join up to live and work together or independently on a project brought forward by a local community. This is a personality-building and self-discovering experience. It is a journey not only through the geography of our planet, but also a journey through the many cultures of our world.

The program brings together people from different cultures and backgrounds to promote mutual understanding and lasting peace through practical actions. Volunteer projects are a tool to demonstrate that living and working together as well as sharing knowledge is not only possible but rewarding. In the program we see the possibility of people to exchange experiences, and thus gain in-depth knowledge of other social, cultural, political environments and living conditions.

- **What to expect:** Youth exchange programs take place in very simple but comfortable enough conditions. While most programs are not extremely difficult, a positive attitude, flexibility and openness to new experiences are essential for every participant. Participant who have the best time are those, who can most successfully adapt to their new surroundings. Although the projects and living conditions are different in each project and countries, Participant can expect to eat, sleep, shower and do useful things in the community wherever they go. And last but not least: To have fun! At the program, volunteer meet and work with many people from the community and all over the world and forge friendships that last much longer than the time spent together.
- **Statement of values:** We believe that, everyone is capable of learning and changing. People of different backgrounds and cultures can learn to understand and respect one another. A true development process is one that ensures all youths have the right and opportunity to play active roles. Such a process has no room for discrimination, neither of women or people of all kinds. It respects cultures and local realities and affirms the universal declaration of human rights. Furthermore, it builds sustainable social and economic life that meets everyone's basic needs.

Moreover, it respects the environment and promotes peace, justice, dignity and equality for all human beings.

WHY BECOME A UVIKIUTA PARTICIPANT?

- UVIKIUTA provides intensive volunteer opportunities in the fields of environment, health and gender equity, in Tanzania and South Africa.
- UVIKIUTA offers structured learning experiences outside the classroom to develop personal and professional skills
- UVIKIUTA has extensive experience in providing stimulating initiations to international development
- UVIKIUTA encourages youth initiatives and leadership and create a space for youth to be heard

WHAT'S IN IT FOR YOU?

- Develop personal and professional skills
 - Leadership skills; develop the ability and confidence to take on challenges
 - Communication skills; increase your ability to community with people from all geographical and cultural backgrounds, facilitate workshops and speak in public.
 - Problem solving skills; learn to interpret and understand the world.
- Make friend and connections for life
- Gain valuable national and international volunteer work experience
- Change your outlook on the world.

YOUTH LEADERS IN ACTION

A 4 months intensive learning and volunteering experience

- Volunteer 2 Months in Tanzania and 2 Months in Republic of South Africa.
- Groups of 18 Youths aged 18-25 from Tanzania, Mozambique and South Africa
- Be matched with your counterpart from Mozambique or South Africa community, you will learn with your counterpart through the entire experience.
- **Who are we looking for?** Are you a young person who cares about what is happening in your community? , Are you committed to working with others to overcome social, political and economic injustice? , Do you want to learn from other young people working with their communities all around the world?
- **If you answered YES to these questions we want to hear from you:** The exchange programs are open to all young people with any level of education and who live in rural or urban areas. We aim to recruit equal numbers of young men and women. Your application will be assessed against selection criteria.

WHAT ARE THE MINIMUM REQUIREMENTS/ CRITERIAS

- One must be a Tanzanian citizen currently living in the United Republic of Tanzania.
- Age between 18 and 25 by 15th October 2011
- Physical and mental healthy
- One who have completed Secondary education
- Ability to communicate and understand Kiswahili and English Languages
- Eager to learn and integrate with people from other cultures
- Interested on environmental, health, gender and volunteerism issues
- One with enough time to participate in the pre-program activities and participate fully in the program (Tanzania and South Africa)
- One who can fulfill requirements of this program including documents and cost sharing

APPLICATION PROCEDURE

- **Application form:** Interested applicants should fill the attached application form properly and send it back to this office.
- **Means of sending:** Application forms should be sent to UVIKIUTA using the indicated address below or any other reliable means. Responsibility relies on the applicants.
- **Deadline for application:** Deadline for application to Youth exchange program (Tanzania- South Africa 2011) will be **16th September 2011 at 16.00**
- **Selection camp:** All applicants should attend a selection camp to be held at UVIKIUTA, Chamazi from **18th September to 2nd October 2011**. UVIKIUTA will provide meals and accommodation while participants taking care of other personal expenses including transport to and from Dar es Salaam.
- **Selection process:** Selection of participants will be based on the applicants' understanding of the program objectives, motivation, meeting the outlined qualifications, available placements, gender and respecting deadlines. Selection will be conducted using the information from the application forms, documents presented, interviews to be conducted during the selection camp, essay writings, presentations, group work/assignments, participation in various planned activities etc. Selected participants will be informed before the end of the camp.

DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM

The following documents have to be submitted to this office on or before 16th September 2011 to facilitate the selection process. All documents should be in English and in case of Swahili certification translated version should be attached.

- **Detailed curriculum vitae:** Well typed curriculum vitae with personal particular, educational and professional history, working experience etc.
- **Passport:** If you have passport already, attach the copy of the pages with personal particulars. If you do not have it, kindly indicate so that we can give you time to process Passport application.
- **Birth Certificate:** Provide certified copy of your birth certificate
- **Local Government' Introduction letter:** Well typed letter from the Local Government Authority in the official headed paper signed and stamped. Participants from Mainland Tanzania the letter should be from Village executive officer or Mtaa Executive Officer and for Zanzibar it should be from the Sheha. This letter should introduce you as a Tanzanian citizen living in that locality, known to the person writing; describing your involvement in the community activities and how this program is going to benefit the community on your returning. He/she should be able to recommend you for the program.
- **Religion/ Faith body introduction and recommendation letter:** A well typed letter on headed paper and stamped and signed by the Local religion leader. For Muslims the letter should be from the Imam/Leader of the local Mosque you are attending frequently, Christians should be from the Parish Priest (Paroko or Mchungaji Kiongozi) from the local congregation/Parish and for other religions it should be from the most local leader. *This category is not applicable for non-religious.*
- **Photographs:** 2 recently passport size photos are to be attached with the application form.
- **Medical Report:** With no discrimination, due to the nature of this program only physically and mentally health participants will be able to participate. An official

medical report signed and stamped by a Government District Medical Officer should certify that you are fit for this program.

DOCUMENTS TO BE SUBMITTED BY SELECTED AND CONFIRMED CANDIDATES ONLY

- **Head of Education institution introduction letter:** A well typed letter on headed paper signed and stamped by the head of the Education institutions you have attended for the last time. This could be secondary school or College. He/she should be able to introduce you as one of the students which has been in that institution (when), your involvement in academic and non academic activities and recommendation. If you are still studying the institution should indicate that you have been permitted to join the program.
- **Employment certificates and employers' recommendations**
A well typed letter on the official headed paper stamped and signed by the approved officer from the place of work if you are employed. He/she should be able to introduce you, your job description/ Responsibilities, Title, salary and your relationship with other employees and how this program will influence your productivity. If you have been working with various employers you should use the recent one.
- **Volunteer certificates with your supervisor recommendation:** A well typed letter on the official headed paper, stamped and signed by the appropriate officer from the Organisation which you have volunteering (If any) indicating your job description/ responsibilities and recommendations.
- **Organizations, Groups or Clubs membership's introduction and recommendation:** An official letter from the Organizations, Associations, groups, clubs etc where you are a member of. This can be Women, Youth, Social, Sports groups, Networks etc. The letter should be able to introduce you and involvement in that organisation or clubs with recommendations.
- **Academic and professional copies of Certificates:** A copy of all the academic and professional certificates should be provided while the original one should be presented on the selection day.
- **Certificate of good conduct:** This is a document which is issued by Tanzania Police Force indicating that you are criminal free. They are available at the Police headquarters in Dar es Salaam and Zanzibar through Regional Police Commanders.
- **Guarantors:** Each applicant need to have three guarantors on which only one should be parent or guardian. Guarantor should be a person who is ready to bear the responsibility in case of any damage in the program, compensation in case you terminate the participation in the program by choice or by disciplinary actions. Guarantors will sign affidavit before the commissioner of oaths or other authorized person by the law. The affidavit is attached and should be printed in legal paper and been signed by three guarantor separately.

PROGRAM COST

UVIKIUTA and our partners will be responsible for the program expenses including transport (In land/air) from Dar es Salaam to the exchange country and back to Dar es Salaam, Food and lodging for the duration of the program, medical expenses, weekly pocket money, visa fees, trainings and administration of the program. However, applicants should be clear in advance that they should be able responsible for the costs indicated below to show their willingness to join this program.

- Cost associated with obtaining passports and other traveling documents
- Obtaining medical reports from the districts hospitals
- Vaccinations required before travel
- Medical cost and leisure activities during the selection camp and other camps which you will attend as part of the preparations.
- Application fee: None refundable Tanzanian shillings six thousands (60,000). Payment due **on or before 16th September 2011**. Include the Bank receipt with the application form.
- Program fee: None refundable program fee to be paid when participant's selection is confirmed. Program fee is Tanzanian shillings fifty thousands only (50,000). This payment due **on or before 7th October 2011**.
- Participants are invited to ask for clarifications (If not clear) on costs involved before committing to the program

MEANS OF PAYMENT

Participants are requested strictly to make the payments through Bank account provided below. No cash payment shall be accepted in the office. Receipts will be issued. Please respect deadlines. The bank details are:

A/C title: UVIKIUTA

A/C Number: 01 J202 804 9000

Bank: CRDB Bank PLC. (You can make payment in any branch across Tanzania mainland and Zanzibar)

COMMUNICATION

All communication to be addressed to:

Program Manager

Youth Leaders in Action Program (YLA)

UVIKIUTA, Mbagala- Charambe road,

P.O.BOX 71373, Dar as Salaam,

E-mail: uvikiuta83@yahoo.com

Cell Phone: +255 75 4833 909
