

## Infopack for you!

### InCo

#### Dear applicant!

Thank you for your interest in our project! In this little document you can find all the information which can be useful before applying. If you have any questions, please, email us !

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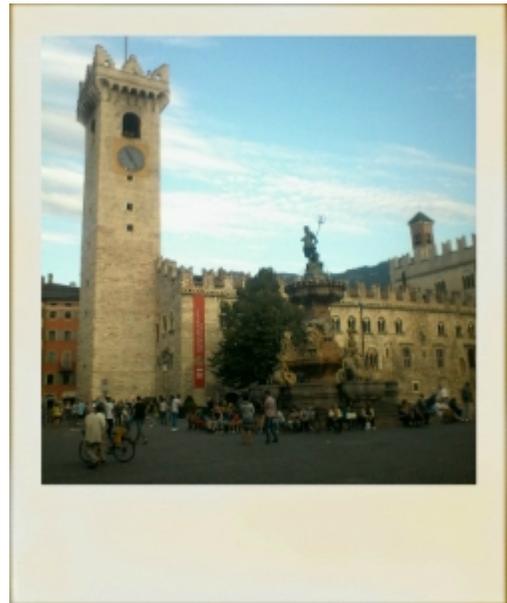
**Receiving organisation:** Inco ([www.incoweb.org](http://www.incoweb.org))

#### Some words about Trento

Trento is the capital city of the autonomous province of Trentino Alto-Adige, situated in the Adige river valley in North Italy. The city has a population of around 120.000 inhabitants excluding the periphery layouts and is a major educational, scientific and political centre with sheltering the University of Trento which is ranked among the best universities in Italy and in Europe. Having the advantage of being a university city, Trento enjoys a number of student oriented cultural activities also at an international level.

Trento is well-connected to the neighbouring cities through railway, among others, Verona in about one hour, Bolzano in 40minutes and Vicenza in 1,5hours. Within easy commute, also, is located the Caldonazzo Lake and the famous Garda Lake which can be reached in about 1,5hours from Trento.

The city has a picturesque Medieval and Renaissance historic centre, with typical ancient buildings and touristic attraction points such as the Trento Cathedral and the Castello del Buonconsiglio.



#### Some words about the Receiving Organization

InCo is a non-profit organization which has the mission of promoting the international exchange between young people, to increase and improve the level of contact among different cultures, stimulating intercultural sensibility and preventing and combating racism, prejudices and social exclusion.

The organization was created in 2004 by a group of enthusiastic former volunteers who decided to assist other peers in furthering their intercultural abilities and non-formal education. The organization kept on growing, and at the moment it counts on a staff of five people, all with wide international experiences.

The activities of the association are currently addressing mainly young people, but there are also opportunities even for people over 30 to join new exchanges programme. Since 2011 an independent volunteering exchange scheme was set up to allow the participation in international volunteering for

people aged over 30. .

The main activities of the organisation are the following:

> European Solidarity Corps (ESC) since 2004 as an accredited sending and coordinating organization since 2006. Since then, InCo coordinated hosting projects for over 250 youngsters, and sent about 200 Italians abroad. Since 2013 InCo is also a hosting organization. From 2015, InCo is part of the Rete Italiana Volontariato Europeo (RIVE: Italian Network European Volunteering)

> Aupair: an opportunity offered to young people aged between 18 and 26 to travel to a foreign country, live with a host family, and gain experiences of life and culture within a different country. The au pair is included as an integral part in the life of the host family, by taking care of the children and assisting the family in light housework.

> Youth exchanges: InCo started organizing youth exchanges in 2015; since then we organize at least 3-4 youth exchanges in Trento every year (where our volunteers help us) and has taken part in different youth exchanges all over Europe

> Promotion of international volunteering activities: with personal informative meetings (info-day in Trento and other parts of the province), different means of communication, such as website, local and national newsletters, social networks and flyers distributed in libraries, community centres' etc. InCo has also created the platform SCOPRIAMO IL MONDO in collaboration with several organizations of Trentino dealing with international mobility as well as with international cooperation where young people can find information about most of the opportunities to make an experience abroad offered by associations seated in Trentino.

## **Proposed activities.**

### **A. Office activities (communication and administration):**

> Preparation of documents and materials (letters, newsletters, brochures, flyers, guidelines, spreadsheets, emails) especially in the framework of ESC and Youth Exchanges.

> Prepare presentations, infopacks, questionnaires, charts etc

> Translation of news, writing articles for web and development of Social network (Facebook/Instagram). Provide it with appropriate photo, video, graphics and animation; Update website [www.scopriamoilmondo.it](http://www.scopriamoilmondo.it). Develop the Blog of current volunteers ([www.gogosocial.blogspot.com](http://www.gogosocial.blogspot.com))

> Help the staff in coordinating the parallel activities of ESC

> Answer the office phone, check the post box, distribute the flyers in Trento/Rovereto

> Participate in infoday meetings in schools, conferences, events etc

> Participate in meetings of information and orientation desk

### **B. Preparation and development of meetings with international volunteers:**

> Blog monthly meetings

> On-arrival and midterm trainings

> Monitoring meetings

> Final evaluation meeting

### **C. Active participation in Youth exchanges**

- > Prepare infopacks, posters, videos, application forms, articles etc for web
- > Search for the participants
- > Communicate with local and international partners/participants
- > Organize and participate in APV and in YE
- > Support the staff in preparing practical and logistic matters for the project
- > Support the staff during and after the project

**D. Promotion and information activities about international mobility (EVS, MTV, Au Pair, Youth exchanges etc):** Info- days, International Mobility Fair, information sessions at schools:



### **Food and accommodation**

You will get free accommodation for the whole duration of your voluntary service. You will share a private apartment with other volunteers at about 5 minutes by bus from the city center of Trento. It is composed of two bedrooms (you will share the room with an other volunteers), a fully equipped kitchen, a living room and 2 bathrooms.

You will receive food allowance for each month, paid by InCo. So you will be able able to cook/prepare breakfasts, lunch and dinners in the apartment.

You will receive 150,00 € per month as pocket money.

### **Useful links**

Here you can find the website of InCo:

<http://www.incoweb.org/eng>

Facebook: 1. [https://www.facebook.com/associazioneinco/?ref=br\\_rs](https://www.facebook.com/associazioneinco/?ref=br_rs)  
2. [https://www.facebook.com/associazioneincotrento/?ref=br\\_rs](https://www.facebook.com/associazioneincotrento/?ref=br_rs)

Instagram: <https://www.instagram.com/associazioneinco/?hl=en>

Go Social Blog: <http://gogosocial.blogspot.com/>