Melange is Vienna’s Programme of European Solidarity Corps volunteering projects. It is co-ordinated and implemented by Grenzenlos in close co-operation with wienXtra. The programme is funded by the City of Vienna and the European Commission.

Grenzenlos is the coordinating organization and responsible for all technical, logistical and administrative matters around the project but not hosting itself.

***Please fill in the following details as your application, which we will forward to your selected hosting organisation, that will do the selection.***

**We will inform you as soon as we have received the decision.**

### Supporting organisation details (Please be aware that we can only apply for the project together with your supporting organisation)

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | OID: |  |
| Address: |  | | |
| Phone: |  |  |  |
| E-mail: |  | | |
| Contact person: |  | | |

# **Curriculum Vitae**

### Contact Information

|  |  |  |  |
| --- | --- | --- | --- |
| Surname(s): |  |  | (Photo) |
| First name(s): |  |  |
| Address: |  |  |
| Postcode & city: |  |  |
| Country: |  |  |
| Phone: |  |  |
| Email: |  | | |

### Personal information

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Gender: |  | Nationality: | |  |
| Date of birth: |  | Place of birth: | |  |
| PRN (your registration number at the [online portal](https://europa.eu/youth/solidarity_en)): | | |  | |

Passport number:

|  |
| --- |
|  |

|  |
| --- |
| Person to contact in case of emergency (Name, Address, Telephone and E-mail)  **Declaration**  **‘I declare that the person mentioned as my emergency contact is informed about the status and agrees to share the contact details with the responsible in the coordinating and hosting organisation’** |
| please tick here to show you understand and accept the above declaration. |
|  |

#### Your current occupation

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| --- |
|  |

#### Please describe your previous work and/or volunteer experiences (local and international)?

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| --- |
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#### Do you have any former international experiences (other stays abroad, exchanges etc.)? Please describe

|  |
| --- |
|  |

#### What are your hobbies?

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| --- |
|  |

#### How would you describe your personality?

|  |
| --- |
|  |

#### Knowledge and skills you can share during your volunteering experience:

|  |
| --- |
|  |

#### Knowledge and skills you hope to gain during your volunteering experience:

|  |
| --- |
|  |

#### Which challenges do you think you will encounter during your stay abroad?

|  |
| --- |
|  |

#### Do you have any special needs (medical conditions, disabilities, impairments etc.)? Yes\_\_\_ No\_\_\_

Do you have any kind of allergy? Yes\_\_\_ No\_\_\_

#### Do you need to take any kind of medicine? Yes\_\_\_ No\_\_\_

Are you a vegetarian? Yes\_\_\_ No\_\_\_

Is there any food you do not eat? Yes\_\_\_ No\_\_\_

#### if you have answered yes to any of the above questions, please give further description and if applicable describe the necessary assistance/support you will need when living in Vienna

|  |
| --- |
|  |

### Language abilities

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Language (mark by x) | Native | Fluent | Good | Basic |
| German |  |  |  |  |
| English |  |  |  |  |
| (Others) |  |  |  |  |

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**Declaration**

**‘I agree that the data in this form will be shared with the responsible in the coordinating and hosting organisation’**

please tick here to show you understand and accept the above declaration.

**Your motivation – Which organisation are you interested in?**

In case you are interested in more than one hosting organisation coordinated by Grenzenlos, please send a separate application form for each of the projects.

|  |  |
| --- | --- |
| Name of the organisation: |  |
| When can you start the project and for how long: |  |

Please describe below carefully your motivation for this specific project or attach a motivation letter

|  |
| --- |
|  |

#### Is there anything else you would like to tell?

|  |
| --- |
|  |

**Declaration**

**‘I declare that all of the information on this application form is honest and truthful to ability, experience and support needs and has been completed by the volunteer named on this application’ Furthermore, I declare that I have never taken part in any long term Erasmus+ or ESC funded volunteering project.**

please tick here to show you understand and accept the above declaration.

**Thank you for filling in the application form! The next page is for your supporting organisation.**

***Please note that we can only accept your application if you indicate your supporting organisation and the organisation you are applying for!***

**After completing the form send it addressed with the name of the organisation you have chosen in the form to application@melange.at**

##### TO BE COMPLETED BY THE SUPPORTING ORGANISATION

* How did you select the volunteer? (Is the volunteer a member of your organisation, are you going to involve the volunteer in your current activities, did you interview the volunteer by phone or face-to-face...)
* How do you keep the volunteer motivated, how do you provide the volunteer with emotional preparation? (Cultural shock, conflict resolution, expectations, contact with ex-volunteers,…)
* Do you provide the volunteer with theoretical preparation? (Insurance, rights and responsibilities of the volunteer, SO and HO tasks, duties of the tutor of the project...).
* Do you provide the volunteer with other kind of formation? (Languages, cultural formation about your own country and the hosting country…).