

## **Kindergarten BOKU**

### **What is the Kindergarten BOKU?**

The kindergarten belongs to the University of Natural Resources and Applied Life Sciences. It is open to the children of students and university employees. It is located in the 19<sup>th</sup> district in Vienna, near the University, surrounded by several parks. We have two kindergarten teachers.

Additionally, our members – the children’s parents – are actively involved in the Kindergarten and join excursions as extra support for the staff, supply breakfast, lunch and the afternoon snack and care about all administrative duties. We are financed by our membership fee, the university and special charity events to increase our budget.

In total, 18 children between one and six years visit the kindergarten, but not on a regular basis. The philosophy of the kindergarten is one of individual care. The kindergarten teachers offer activities according to the wishes and needs of the children, such as creativity and sports (indoors and outdoors).

### **Proposed activities**

As a volunteer, we would like you to be present about 30 hours per week. The opening hours of the kindergarten are Monday – Thursday 8:30 to 16:30 and Friday 8 – 15:30. You will have your lunch with the children. Additionally, there are regular planning meetings with the parents and the teachers. Following activities are a fix part of the programme and vary according to the group size:

- ✓ Creative activities like painting, handcraft, drawing etc.
- ✓ Sports or movement in general is also part of the programme: there are many parks near the kindergarten and as many times as possible, if the weather allows it, trips to the park are organised. If the weather does not allow activities outdoors, there is the gym in the Kindergarten, where there are many opportunities for sports and games.

- ✓ Themes: Many activities are also organised according to themes and seasons: Christmas, Easter, Autumn etc. But also special themes like: 'the Indians' or 'the Eskimos' are subject of special projects.
- ✓ Events: Then there are small events like for example the Summer Party – this is a common activity of all parents and children. It takes place in a member's garden and all members, children and employees are invited. It's a saying "good bye" to the past kindergarten year before the kindergarten closes for its summer holidays.

As a volunteer, we would like you to give input to all these activities:

- For example play a typical game from your country
- Prepare a special project week on your country
- Prepare typical food from your country
- Feel free to think of anything that could fit in (and, for example, bring some fotos)

Such activities will be planned with the teachers, but you will also participate during the regular activities. Additionally, just like the other staff, teachers and parents you will help to clean the rooms.

### **Profile of a Volunteer and Recruitment Process**

We would like someone who really likes to work with children and our teachers. It would be nice if you are creative and willing to bring in your ideas. It would be of advantage if you have basic knowledge of English (or German) to be able to communicate with the team.

The international volunteering in Vienna is coordinated by Grenzenlos within the MELANGE program. If you are interested, you just send a CV (curriculum vitae), a motivation letter and the full details of the responsible sending organisation to Grenzenlos. They will forward your papers to the hosting project (KG BOKU) where the selection will be made.

All available placements are open to everyone (fulfilling the general EVS criteria). However, in the selection procedure a preference is shown for candidates with fewer opportunities. You will

be informed about the outcome of recruitment process conforming to the set out applying deadlines (more: [Melange Website](#)).