

PLACEMENT DETAIL

Name of organization	Center for Women and Development
Area of placement requested	Government Institution
Country /Location	Vietnam/Hanoi

General Project information	
Name and Address of Local Contact	<p>Ms. Que (Volunteer Program Director)</p> <p>Email: quenguyen@csds.vn</p> <p>Mobile: +84 912585525 (24 hours)</p>
Project information (summary of project, staffs, and location)	<p>The Center for Women and Development (CWD) is an institution directly subordinated to the Vietnam Women’s Union (VWU). The Center has the function of serving socio-political activities to support the comprehensive development of Vietnamese women's capacity, qualifications, professional skills, physical strength and aesthetics. CWD is permitted to provide business and hospitality services to raise income to support disadvantaged women.</p> <p>CWS’s vision is to become Vietnam’s most reliable and professional social service provider in Vietnam that strives for the Peace, Security, and Development of women, with special priority given to vulnerable and disadvantaged ones.</p> <p>Key Program Areas</p> <p>1. Social services</p> <ul style="list-style-type: none"> - Peace house shelters - Training and capacity building - Support and consultation on vocational training - Support and consultation on start-ups and business - Charitable activities

	<p>2. Business services</p> <ul style="list-style-type: none"> - Hotel - Conference-seminar services - Food and beverage services - Other amenities (office, parking, pool, tennis courts)
<p>Interns' and volunteers' main responsibilities</p>	<p>Interns and volunteers are needed to help with:</p> <ul style="list-style-type: none"> - Developing and editing proposals, editing translated reports and documents, exploring information - Seeking new international partnership and funding - Doing fundraising - Improving local staff's communication in English. - Being involved in project monitoring and evaluation, site assessment or taking field trips (if needed). - Implementing project activities if relevant. <p><u>NOTES:</u> Interns and volunteers will work closely with a mentor at CWD and keep her/him informed of their progress on the weekly basis.</p>
<p>Interns' and volunteers' requirements</p>	<ul style="list-style-type: none"> - Have strong interest in development and social work, in hotel, business and marketing - Excellent written and spoken English - Be proactive and open minded - Be friendly, creative and flexible - Stay for at least 4 weeks - 20+

Thank you very much for joining us and have a nice trip!

