Chinese YMCA of Hong Kong
University & College YMCA Department

Global Y Trainee Programme 2017

Goals of Internship:

- To promote international youth movement by raising youths' awareness of global issues;
- To develop positive working attitude in students and enhance their employability in their future career;
- To allow students to develop their leadership, communication skills, sense of responsibility and to explore their unique potentials;
- To act as a platform that fosters friendships across cultures and countries around the globe.

Internship Countries & Programme Fees:

Continents	Internship Locations (mainly YMCA centres)	Programme Fee*
North America	USA**	$16,000
	Canada	$11,000
South America	Brazil, Columbia	$11,000
Europe	UK**	$16,000
	Germany, Romania, Spain	$11,000
Oceania	Australia, New Zealand, Fiji	$11,000
Africa	Tanzania	$6,000
Asia	Cambodia, India, Malaysia, Myanmar, Nepal, Philippines, Singapore, Sri Lanka, Thailand	$6,000
	Japan, Korea	$7,000
	Taiwan	$4,500
	Mainland China	$3,000

**** Including accommodation and partially meals***
*****Stipend will be given.***

Additional Expenses to be paid by Participants:
➢ $500 deposit for programme fee below $10,000 or $1,000 deposit for programme fee above $10,000 (refundable upon satisfactory completion of the Programme)
➢ Round-trip flight tickets
➢ Travel Insurance
➢ VISA application fee (if any)

Internship Duties:

- Plan and provide activities in centres or campsites for children and youths;
- Organise creative or cultural programmes for service targets;
- Provide administrative/ logistics/ back-end support for centres, offices, and/or campsites;and
- On-site job assignments by local supervisors.

Content & Schedule:

- Training Camp 25-26 March 2017 (Sat & Sun)
- Local Internships April to June 2017 (fulfil at least 12 working hours)
- Pre-departure Briefing 9 April 2017 (Sun)
- Overseas Internship Late May to August 2017 (4 to 10 weeks)

Application Method:

Please submit the Application Form together with **your resume** to daphnemok@ymca.org.hk
Enquiry: Miss Daphne Mok (9607-0451 / daphnemok@ymca.org.hk)

Application Deadline: 25 January 2017 (Wed) 11:59pm **Interview: 8-9 February 2017 (Wed & Thu)**

Chinese YMCA of Hong Kong
University & College YMCA Department

Global Y Trainee Programme 2017
APPLICATION FORM

Please email the completed application form and **your resume** to daphnemok@ymca.org.hk ***by* 25 January 2017 (Wed) 11:59pm .**

I) Internship Preference

Please indicate your internship preferences *(rank the first 3 preferences: 1 is the most preferred)*

North America	☐ USA	☐ Canada	
South America	☐ Brazil	☐ Columbia	
Europe	☐ UK	☐ Germany	☐ Romania
	☐ Spain		
Oceania	☐ Australia	☐ New Zealand	☐ Fiji
Africa	☐ Tanzania		
Asia	☐ Cambodia	☐ India	☐ Malaysia
	☐ Myanmar	☐ Nepal	☐ Philippines
	☐ Singapore	☐ Sri Lanka	☐ Thailand
	☐ Japan	☐ Korea	☐ Taiwan
Mainland China	☐ Shanghai (上海)	☐ Hangzhou (杭州)	☐ Kunming (昆明)
	☐ Xiamen (廈門)		

II) Personal Details (Please use BLOCK LETTERS)

Photo *(compulsory)*

Name: _____ (English)
(According to HKID) _____ (Chinese)

Gender: F／M Year of Study: _____ Student I.D.: _____

Faculty: _____ Major: _____

Birth: _____ (DD/MM/YYYY) College: _____ *(For CUHK students only)*

Contact No.: _____ (Mobile) _____ (Home)

Email: (1) _____ (2) _____

YMCA Membership Card No.: _____ Expiry Date: _____ (dd/mm/yy)

Nationality: _____ Are you a Christian? ☐ Yes ☐ No

Type of Traveling Document: ☐ HKSAR Passport ☐ Others (please specify): _____

Passport No.: _____ Expiry Date: _____

*Return Home Permit No.: _____ Expiry Date: _____

Emergency Contact person: _____ (Name) _____ (Contact no.) _____ (Relation)

(**If choosing internship in China as one of the preferences)*

III) Qualifications

Subjects taken in HKAL / HKDSE / Other Institutions (Please specify): _____	**Grade**
Cumulative GPA: _____	

IV) Language Proficiencies

English Proficiency Rating ☐ Fair ☐ Good ☐ Excellent	Others (Please specify): _____ ☐ Fair ☐ Good ☐ Excellent
Mandarin Proficiency Rating ☐ Fair ☐ Good ☐ Excellent	Others (Please specify): _____ ☐ Fair ☐ Good ☐ Excellent

V) Responsibilities in University / Secondary School

Period	Student Union/Society/Club	Post

VI) Voluntary/Community Services:

Period	Organization	Post

***** Applicants may need to submit documentary proof upon request by University & College YMCA Department*****

VII) Further Information

1. Why are you interested in this Programme?

2. What do you expect to gain from / contribute to this Programme?

3. What are your strengths and weaknesses?

Strengths:

Weaknesses:

4. Do you know how to swim? ☐ Yes ☐ No

5. List and explain your CAMP SKILLS as many as you can. **(Important!)**
   Please specify if you have any other skills, eg. Water Sports, Hiking, Horseback Riding, Performing Arts, Music, etc

6. Do you have any food allergies? ☐ Yes (please specify) :_____
   ☐ No

VII) Interview Arrangement

Please 「✓」 at least 2 time slots on each day (total select at least 4 time slots) below that you are available to attend the interview:

8 February 2017 (Wed)

☐ 1100-1145	☐ 1200-1245	☐ 1300-1345	☐ 1500-1545
☐ 1600-1645	☐ 1700-1745	☐ 1800-1845	☐ 1900-1945

9 February 2017 (Thu)

☐ 1100-1145	☐ 1200-1245	☐ 1300-1345	☐ 1500-1545
☐ 1600-1645	☐ 1700-1745	☐ 1800-1845	☐ 1900-1945

APPLICATION REMARKS

1. All applicants must be full-time university students with valid University & College YMCA membership.
2. Please email the completed application form and **your resume** to daphnemok@ymca.org.hk ***by* 25 January 2017 (Wed) 11:59pm**. No late submission or incomplete applications will be considered.
3. Selection interviews will be held on **8-9 February 2017.** Interview arrangement will be emailed to shortlisted applicants by **27 January 2017**.
4. Results will be announced through email by **17 February 2017**.

DECLARATION

I, the applicant of Global Y Trainee Programme 2017, understand that:

1. It is my sole responsibility to check my email frequently to stay informed of the application progress and to be aware of all deadlines of relevant registration procedures and payment due dates;
2. Any false, withheld or misleading information on the application is grounded for immediate cancellation of the application from the programme;
3. Upon accepting the offer once I am shortlisted, I am required to:
   - 3.1 pay the programm fee and $500/ $1,000 deposit to **"Chinese YMCA of Hong Kong"** by cheque by **24 February 2017;**
   - 3.2 attend all training camp, local internships, pre-departure briefing and other preparation meetings as assigned;
   - 3.3 only work at the assigned internship destination/ place/ centre/ campsite;
   - 3.4 account for all travelling and personal expenses during the internship;
   - 3.5 comply with the rules and regulations of University & College YMCA Department, Hong Kong Academy for Performing Arts, and the assigned internship organisation;
4. University & College YMCA Department has the final decision on the suitability of the participants in continuing with any parts of the Programme;
5. All programme fee paid by the participants will not be refunded under any circumstances;
6. If I fail to complete the overseas internship, I will be liable for the cancellation of visa (if any) and insurance coverage and any costs incurred/ owed. University & College YMCA Department and the internship organization has no responsibility to provide any further supports to me once my internship is terminated;
7. My $500/ $1,000 deposit will be forfeited if I fail to complete the followings by **15 September 2017**:
   - 7.1 submit the self-evaluation form and the evaluation from overseas supervisor to my Uni-Y/College-Y advisor
   - 7.2 schedule and attend the evaluation meeting with my Uni-Y/College-Y advisor; and
   - 7.3 submit at least 10 working photos

Signature:_____ Date:_____

Chinese YMCA of Hong Kong
University & College YMCA Department

Global Y Trainee Programme 2017
Reference Form
(compulsory)

References from staff of Chinese YMCA of Hong Kong, friends or family members will not be accepted.

Participant

Name: _____

Institute: _____

Phone: 852 - _____

Email: _____

Referee

Name: _____

Organization / Company: _____

Title: _____

Phone: 852 - _____

Email: _____

Relationship with Participant: _____