

**Global Y Trainee Programme 2018****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** | \$15,000 |
| | Canada | \$10,000 |
| South America | Brazil, Columbia, Mexico, Peru | \$9,000 |
| Western Europe | UK** | \$15,000 |
| | Germany, Greece, Italy, Netherlands, Spain | \$10,000 |
| Eastern Europe | Belarus, Bulgaria, Poland, Romania, Russia, Ukraine | \$9,000 |
| Oceania | Australia, Fiji, New Zealand | \$10,000 |
| Africa | Tanzania | \$5,000 |
| Asia | India, Malaysia, Nepal, Outer Mongolia, The Philippines, Singapore, Sri Lanka, Thailand | \$5,000 |
| | Japan, Korea | \$6,500 |
| | Taiwan | \$4,500 |
| | Mainland China | \$3,000 |

* Including accommodation and partial 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 |
| ➢ 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 24-25 March 2018 (Sat & Sun)
- Local Internships March to June 2018 (fulfil at least 8 working hours)
- Pre-departure Briefing 8 April 2018 (Sun)
- Overseas Internship Late May to August 2018 (4 to 10 weeks)

Application Method:

Please return the application form with your resume to Uni-Y[®] office (WYLG/09, 8 Castle Peak Road, TuenMun)
Enquiry: Mr. Linus Lau(26167029)

Application Deadline: 26 January 2018 (Fri) 5:00pm Interview: 6 February 2018 (Tue)



Global Y Trainee Programme 2018 APPLICATION FORM

Please submit this form **with your resume** to Uni-Y[®] office (WYLG/09, 8 Castle Peak Road, TuenMun) **by 26 January 2018 (Fri) 5:00pm.**

I) Internship Preference

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

| | | | | |
|----------------|--|---|--------------------------------------|--------------------------------------|
| North America | <input type="checkbox"/> Canada | <input type="checkbox"/> USA | | |
| South America | <input type="checkbox"/> Brazil | <input type="checkbox"/> Columbia | <input type="checkbox"/> Mexico | <input type="checkbox"/> Peru |
| Western Europe | <input type="checkbox"/> Germany | <input type="checkbox"/> Greece | <input type="checkbox"/> Italy | <input type="checkbox"/> Netherlands |
| | <input type="checkbox"/> Spain | <input type="checkbox"/> UK | | |
| Eastern Europe | <input type="checkbox"/> Belarus | <input type="checkbox"/> Bulgaria | <input type="checkbox"/> Poland | <input type="checkbox"/> Romania |
| | <input type="checkbox"/> Russia | <input type="checkbox"/> Ukraine | | |
| Oceania | <input type="checkbox"/> Australia | <input type="checkbox"/> Fiji | <input type="checkbox"/> New Zealand | |
| Africa | <input type="checkbox"/> Tanzania | | | |
| Asia | <input type="checkbox"/> India | <input type="checkbox"/> Japan | <input type="checkbox"/> Korea | <input type="checkbox"/> Malaysia |
| | <input type="checkbox"/> Nepal | <input type="checkbox"/> Outer Mongolia | <input type="checkbox"/> Philippines | <input type="checkbox"/> Singapore |
| | <input type="checkbox"/> Sri Lanka | <input type="checkbox"/> Taiwan | <input type="checkbox"/> Thailand | |
| Mainland China | <input type="checkbox"/> Hangzhou (杭州) | <input type="checkbox"/> Shanghai (上海) | <input type="checkbox"/> Xiamen (廈門) | |

II) Personal Details (Please use BLOCK LETTERS)

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)

Photo
(Compulsory)

III) Qualifications

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

IV) Language Proficiencies

| | |
|---|--|
| English Proficiency Rating <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent | Others (Please specify): _____ <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent |
| Mandarin Proficiency Rating <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent | Others (Please specify): _____ <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> 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 3 time slots below that you are available to attend the interview:

6February 2018 (Tue)

1000-1045

1100-1145

1200-1245

1400-1445

1500-1545

1600-1645

1700-1745

APPLICATION REMARKS

1. All applicants must be full-time university students with valid University & College YMCA membership.
2. Please submit a completed application form **with your resume** to Uni-Y[®] office (WYLG/09, 8 Castle Peak Road, Tuen Mun) by **26 January 2018 (Fri) 5:00pm**. No late submission or incomplete applications will be considered.
3. Selection interviews will be held on **6 February 2018**. Interview arrangement will be emailed to shortlisted applicants by **1 February 2018**.
4. Results will be announced through email by **21 February 2018**.

DECLARATION

I, the applicant of Global Y Trainee Programme 2018, 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 programme fee and \$500/ \$1,000 deposit to “**Chinese YMCA of Hong Kong**” by cheque by **28 February 2018**;
 - 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; and
 - 3.5 comply with the rules and regulations of University & College YMCA Department, Lingnan University, 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 following by **14 September 2018**:
 - 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;
 - 7.3 submit at least 10 working photos; and
 - 7.4 complete the programme with satisfactory performance and 100 % attendance.

Signature: _____

Date: _____



Global Y Trainee Programme 2018
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:



Global Y Trainee Programme 2018

Appendix: Application Check list

Before submitting your application form, please make sure the following steps / documents you have finished or attached:

| | |
|--------|---|
| P.2 | (II) Personal Details <input type="checkbox"/> Personal Photo <input type="checkbox"/> YMCA membership card no. ➤ For new members, you can apply membership at University YMCA® or College YMCA® of your institution when you submit the application form ➤ For current members, please check carefully if your membership is still valid |
| P.3 | (III) Qualifications <input type="checkbox"/> Attach HKAL / HKDSE certificate copy <input type="checkbox"/> Attach GPA certificate copy (V) Responsibilities in University / Secondary School <input type="checkbox"/> Attach the certificate copies (if any) (VI) Voluntary / Community Services <input type="checkbox"/> Attach the certificate copies (if any) |
| P.6 | Reference Form (Compulsory) <input type="checkbox"/> Referee's information is required |
| Others | <input type="checkbox"/> Personal Resume |