

Unternehmen Kultur
gemeinnützige GmbH



Kyffhäuserstraße 17
01309 Dresden
Tel.: 0351-3 10 08 28
Fax: 0351-3 13 88 86
www.unternehmen-kultur.de

Dresden, 11.12.2017

Dear Applicant,

we look forward to receiving an application from you.

We are positive that an exciting year is lying ahead of you. By working with our team you will get the opportunity to learn a lot about working with young children in Germany. You will get the chance to improve your German skills and to use them on a daily basis.

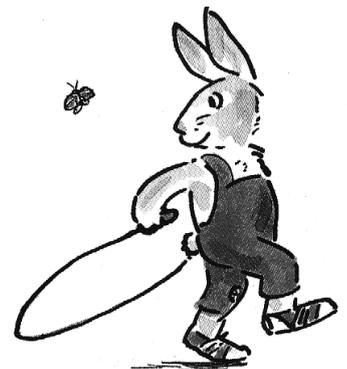
With this letter I'm sending you the official invitation and some information you might find helpful.

Introducing the project

Unternehmen Kultur gGmbH is an organization which is the head of four kindergartens and a youth club in Dresden Germany. It is part of the Kindergarten concept that the children aged three to six get introduced to the English language throughout their daily routines while being at the kindergarten with the help of native speakers who support the teachers work for one year.

It is a major goal for us to assist children at an early age with intercultural learning. We would like to introduce different cultures and a new language to the children. We believe that the problems of globalization can only be solved by working closely and creatively together with different nations.

By having English native speakers working at each of our kindergartens we introduce our children to this new language so that they can develop a feeling for this new sound and learn their first words in this language throughout their daily routines. Additionally the children join a thirty minute "English meeting" to learn English nursery rhymes and about the English culture and customs.



A typical day for our volunteers



Around 8.30 am the volunteer arrives at the kindergarten and says Hello to the children and teachers in English. Usually in the morning the volunteer leads the “Pat’s English® courses” with the kids. It could be, that you give 4 or more courses in the morning. Before you can do the courses there is a basic training. At this training you will learn how methodically to arrange those courses. The legal responsibility for the children stays with the kindergarten teacher throughout the entire time.

In the afternoon you stay with the kindergarten teacher and the group: by playing, taking walks together or helping the children with their little projects. While interacting with the children the volunteer **only speaks English** with them and answers their German questions **in English**. A working day ends around half past three.

It is not uncommon for interns to feel homesick when living and working in another country. It is hard to live so far away from friends and family, however, we hope that we can provide you with German friends and family at work. This experience is a great opportunity to find yourself, build work experience, be independent and learn about a new culture and language.

What we offer

The apartments:

We offer a one or two bedroom apartment to the volunteers. The two bedroom apartment has separate bedrooms and shared bathroom and kitchen. The apartment block is located at the city center only minutes to walk to the main train station, movie theatre and shopping malls. Public transportation is located in front of the house.



For the apartment you have to pay a monthly rent.

A landline phone and internet access is available and needs to be paid by the volunteer if he or she wishes to use either one.

Cleaning needs to be done by the intern throughout his or her stay. However there is a housekeeper that visits the apartments every other month to check if anything is needed.

It is strictly forbidden to rent out the apartment to other people and also not allowed to open it for "couch surfing"!

Vacation: Interns have two vacation days a month- 24 days a year. Weekends are usually working free. You may decide when to take those days after talking to the head of the kindergarten.

Food:

Warm lunch and an afternoon snack could be provided at the kindergarten. If you want this, you have to pay for it. It cost between 3,- € and 4,- €. Due to educational reason the interns eat with the children. On the weekends and in the evenings you may cook your own meals at the apartment.

German class:

We offer German lessons to the volunteers depending on their individual language skills and interests.

**Advanced training:**

Interns participate in Team trainings. These advanced trainings usually contain educational topics. By participating at these trainings the volunteers learn more about kindergarten work, teacher-parent work and working with children at the age three to six.

Additionally there is going to be a basic training on how to teach English as a foreign language to kindergarten children. Trainings are held on Saturdays. After participating there will be a free day during the week.

You have to pay for the Pat's English® training and the German course.

Medical care

After arriving the volunteer receives information where to find a doctor if needed. If you work in Germany you need a German health insurance. We will help you with the decision which one you get.

**Money:**

The intern receives a monthly salary. We will inform you of the exact height on request.

**What you might want to consider before starting your internship**

You have decided to volunteer at a social work project for one year. You will assist a kindergarten teacher with 17 children in one group aged 2 to 6. While speaking German to the teachers and parents you may only speak English with the children at all times.

The team is looking forward to meeting you and is hoping that you are going to feel comfortable in Germany. You will have a mentor that is going to show you around and answer all of your immediate questions throughout your stay. It is very important that your German language skills are good enough to get your ideas across. Even speaking only English with the children all contact with teachers, neighbors and new friends will be mainly in German.

There might be situations of misunderstandings or cultural differences. Sometimes it might be hard for us to see if you feel comfortable or if you have understood everything properly. Please feel free to talk to us about all your concerns at any time!

The legal conditions for an internship with us is either a **valid passport of the European Union, a valid Visa for Germany and a working permit or a valid enrollment at a university – this could be the original one with a stamp and signature from your university. Please fill out the sheet that you take in the letter from us. This enrollment needs to be on hand two months before entering the country latest at the date of your entry.**

If you have any further questions please contact Susann Urban at patsbunnyhouse@unternehmenkultur.de .

We wish you a good time and
many kind regards

Dr. Sabine Wesener
Geschäftsführerin