



LATIN AMERICAN FOUNDATION FOR THE FUTURE

PERSONAL DEVELOPMENT COORDINATOR

Working to support disadvantaged young people or hiking the Inca trail? Why not do both!?

Get the best of both worlds for a volunteering opportunity where you give your skills and experience, rather than your money.

Are you looking for a break from the 9-5? Or with the end of your studies finally in sight you might be wondering what exactly it is that you are supposed to do now? Or are you looking to do a year abroad as part of your studies, or even before you start your studies, in an exciting and challenging environment?

Instead of choosing between travelling and working - why not do both?

When volunteering with LAFF your skills will be put to good use and you will have the opportunity to work directly with beneficiaries, gain valuable field experience and increased awareness of International Development issues. Based in beautiful Peru, on the doorstep of Machu Picchu, this is also a great chance to practice and improve your Spanish language fluency. After being supported into your new role through our pre-departure and in-country induction, you will work in Cusco as a valued member of our small team of enthusiastic and skilled professionals from around the globe, under the guidance and supervision of our Programme Manager. What better way of gaining valuable work experience in the field than taking on this challenging and CV-boosting professional role!

About LAFF

The Latin American foundation for the Future (LAFF) is a UK-based charity supporting marginalised children and young people in Peru. We work through local partner organisations in Cusco and support activities and projects in the areas of formal education; vocational skills and personal development; sustainability, including income generation, cost reduction and capacity building. We strive to empower our beneficiaries enabling them to become independent and sustainable.

LAFF seeks a skilled individual for a full-time volunteering position.

Position Title: Personal Development Coordinator

Location: Cusco, Peru

Employment Type: Unpaid Volunteering Position/Full-time

Leave: 2 days per month

Application Deadline: Ongoing

Duration: 3-6 months

Summary

LAFF's personal development strategy aims to work with our partners to identify and meet the basic physical, emotional and social needs of their beneficiaries, equipping them with essential tools for life. The Personal Development Coordinator will ensure the implementation and facilitation of personal development workshops with both the partner organisations and young people on different aspects of

personal development including, but not limited to: self-esteem and empowerment, leadership skills, communication skills and emotional intelligence.

Responsibilities

Under the supervision of the Programme Manager, the Personal Development Coordinator will be expected to carry out the following tasks:

- Create a curriculum of workshops on different areas of personal development, to be conducted for the children and young people of our partner organisations
- Develop and update the personal development strategy of our partners
- Alongside the M&E coordinator, monitor and evaluate the workshops with each partner
- Provide hands-on support when necessary
- Network and forge links with other relevant stakeholders and organisations (universities, local government institutions, other NGOs)
- Support LAFF in team meetings and team events when necessary
- Contribute to LAFF's blog

Requirements

- Undergraduate degree (or currently enrolled) in psychology, social work, or a related field, or experience working in a similar role
- Experience conducting self-esteem/affection group workshops highly desirable
- Knowledge or experience working with, and engaging, children and young people
- 6 months of professional and/or volunteer experience in the NGO sector highly desirable
- Fluency in written and spoken Spanish required
- Excellent interpersonal and written and spoken communication skills
- Highly organised, flexible, independent, culturally sensitive and detail orientated with the ability to multitask
- Desirable: Experience living/working abroad for an extended period

Personal Qualities

We are looking for motivated self-starters who are able to work independently as well as being good team players. A non-judgemental approach and commitment to learning is essential, as well as a positive outlook and preparedness for the realities of volunteering in a Latin American country.

In order to apply for this fantastic opportunity, please submit an online application form (found on our website: <https://www.laffcharity.org.uk/get-involved/become-a-volunteer/>) and send your CV to: info@laffcharity.org.uk . Please include the title of the position you are applying for in the subject line of your message.

Note: Volunteers are expected to cover all their own costs - including flights, visas, insurance and living expenses. Applicants not compliant with the instructions above will not be accepted. All successful volunteer applicants must undergo a police check prior to acceptance. LAFF will hold interviews with suitable applicants.