



Global Y's Trainee Programme 2011



Internship Countries:

USA, England, Singapore, Japan, Korea, Taiwan, Mainland & etc

Europe/US - HK\$8,000

Asia - HK\$5,000

Mainland - HK\$4,000

(Including food and accommodation.
Applicants is responsible for their air ticket,
insurance and visa)

- *Provide an eye-opening experience
- *Gain foreign working experience
- *Learn different culture and lifestyle

If you are interested:

Please fill in the form and return the completed form with your resume to HKUST Connect at Room 2593 (Lifts 29-30) by 5:00 pm on or before **3 December 2010 (Fri)**.

Content and Schedule:

- Training Camp
- Local Internship
- Pre-departure Briefing
- Overseas and Mainland Internship

| | |
|---------------------------------|------|
| March | 2011 |
| March to April | 2011 |
| May | 2011 |
| May to August (4 to 8 weeks) | 2011 |

Info session:

Date: 26 Nov 2010 (Fri)
Time: 7:00-8:00pm
Venue: Rm 2407

Deadline : 3 December 2010 (Fri)

Chinese YMCA
University YMCA - HKUST
Global Y's Trainee Program



Background of University YMCA

The Chinese YMCA of Hong Kong is a Christian service organisation based in Hong Kong as part of the global YMCA movement, was established in 1901.

The University YMCA (Uni-Y) is a student organization affiliated to the Chinese YMCA of Hong Kong, was first established in 2003 by Chinese YMCA of Hong Kong. It serves students in The Hong Kong University of Science and Technology, Hong Kong Baptist University, The Chinese University of Hong Kong and Lingnan University now. Compliance with the missions of the Universities and the Chinese YMCA of Hong Kong (To serve but not to be served), Christian principles are applied into practice through multifarious programs which help nurturing and challenging the youths' spirits, minds and bodies.

About the Program

This Global Y's Trainee Program has been organized successfully for several years. An appreciable partnership has been developed with Honolulu, San Francisco, England, Singapore, Japan, Korea, Taiwan, Philippine, Mainland China and etc. Most participants were very pleased with the fruitful and unforgettable days, working industriously and learning joyfully in the YMCAs.

Selected by our experienced YMCA staff, successful participants need to attend different natures of workshops and a 2-day camp skill training to prepare their internship. They will gain the hard and soft skills, like how to lead group games, outdoor cooking and other general communication, cooperation and presentation skills. In addition, a pre-departure briefing will be organized to remind them of what should be kept an eye on and what attitude they should have. In order to guarantee good quality of the program, an evaluation of both parties, participants and YMCAs, will be carried out.

Goals of the Internship

1. To promote international youth movement by raising youths' awareness on global issues;
2. To encourage global consolidation;
3. To offer a chance for mutual exchange of different cultures;
4. To develop appropriate working attitude of students and enhance their employability in their future career;
5. To provide an opportunity for students to develop their leadership, communication skills, sense of responsibility and to explore their unique potentials;
6. To act as a platform on which to build friendship among different countries around the globe.

Duration of Internship

It is suggested to be held from June to August (at least 6 – 8 weeks). The working period may be varied for different countries depending on the nature of the work.

Arrangement

Students are responsible for their own air tickets, traveling insurance and visa. We sincerely request the overseas and mainland YMCAs to provide food and accommodation to the students.

Internship Countries

USA and England

Asia: Taiwan, Singapore, Korea, Japan

Mainland: Shanghai, Chengdu, Shenzhen

Jobs Offered by YMCAs (Job Description)

A great variety of jobs were granted ranging from camp counselor, receptionist in conference centre to administrative assistant in human resources department and public relations office.

Other Details

Application Fee: America and England \$8,000.-
Asia \$5,000.-
Mainland \$4,000.-
(including food and accommodation)
(applicants are responsible for their air tickets, traveling insurance and visa.)

Deposit: \$500 (will be refunded upon completion of all the trainings, local internship, pre-departure briefing, post-trip debriefing, submitting work photos and evaluation form on or before 21 Sep 2011)

Target: For Uni-Y(HKUST) members only
(you can apply for the membership when enrolling in this program)
(\$30 for 1 yr Uni-Y membership, \$90 for 3 yr Uni-Y membership)

Enrollment: Please return the completed form with your resume to HKUST Connect at Room 2593 (Lifts 29-30) by 5:00 pm on or before **3 December 2010 (Fri)**.

Schedule:

| | |
|-------------------|--|
| 3/12(Fri) | Enrollment Deadline |
| 9/12(Thu) | Interview |
| 24/12(Fri) | Announcement to successful candidates |
| 31/12(Fri) | Deadline for application fee and \$500.- deposit payment |
| Feb - Mar 2011 | Training camp and Training day (conducted in Cantonese) |
| Mar - Apr 2011 | Local internship |
| May 2011 | Pre-departure Briefing |
| June –August 2011 | Overseas and mainland Internship |

Info session:

Date: 26 Nov 2010 (Fri)
Time: 7:00-8:00pm
Venue: Rm 2407

Enquires: please contact Gloria NG at 23585851 or email to: salyng@ust.hk



Honolulu

YMCA's response

She was an amazing addition to our team! She was very diligent and enthusiastic! Always looking for new areas to try out and improve her performance!

Participants' response

I have brushed up my soft skills.....the experience has broadened my horizons.

It really helps me to improve my language skill and also the communication skill.



Singapore



Tai Wan



Korea



Phillipines



Japan

Chinese YMCA
University YMCA – HKUST
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APPLICATION FORM

Please return the completed form with your resume to HKUST Connect at Room 2593 (Lifts 29-30) by 5:00 pm on or before **3rd December 2010 (Fri)**. Please call at 23585851 or via salyng@ust.hk if you have any enquiry.

I) Choice of Preference

Please indicate your choice of preference (rank the first 3 preferences: 1 is the most preferred)

| | | | |
|-------------------------|---------------------------------------|---|---|
| America / Europe | <input type="checkbox"/> USA YMCA | <input type="checkbox"/> England YMCA (must have BNO passport) | |
| Asia | <input type="checkbox"/> Taiwan YMCA | <input type="checkbox"/> Korea YMCA | <input type="checkbox"/> Singapore YMCA |
| | <input type="checkbox"/> Japan YMCA | | |
| China | <input type="checkbox"/> Shenzhen NGO | <input type="checkbox"/> Chengdu YMCA | <input type="checkbox"/> Shanghai YMCA |

II) Personal Details (Please use BLOCK LETTER)

| | | | | |
|--|---|------------------------------|--|----------------------|
| Name in English: <small>According to HKID/ Traveling Document</small> | _____ <small>Family Name Given Name</small> | | Name in Chinese (if applicable): | _____ |
| Student ID: | _____ | Date of Birth (yy/mm/dd): | ____ / ____ / ____ | Gender*: M / F |
| Tel No.: | _____ <small>(Mobile)</small> | _____ | _____ <small>(Home)</small> | |
| ITSC Account: | _____ | Preferable Email: | _____ | |
| Facebook: | _____ | MSN: | _____ | |
| School*: | SSCI / SENG / SBM / SHSS / IDPO | | | Year of Study: _____ |
| Major: | _____ | Minor: | _____ | |
| Language Spoken*: | English / Mandarin / Cantonese / Others (please specify): _____ | | | |
| Are you a REDBird Member?* | No / Yes | Nest: | _____ | Cohort: _____ |
| Emergency Contact: | Name: _____ | Relationship: | _____ | |
| | Day Tel No.: _____ | Evening Tel No.: | _____ | |
| * Please circle as appropriate | | | | |
| Uni-Y(HKUST) Membership Card No.: | _____ | Expiry Date : | _____ (dd/mm/yy) | |
| Nationality: | _____ | Are you a Christian? | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Type of Traveling Document: | _____ | | | |
| Passport No. : | _____ | Expiry Date: | _____ | |

III) Qualifications

| Subjects taken in HKAL | Grade | Official use (Documentary Proof) |
|-------------------------|-------|-------------------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Accumulative GPA: _____ | | |

IV) Language Abilities

| | |
|---|--|
| 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 HKBU / Secondary School

| Period | Student Union/Society/Club | Post | Official use only (Documentary Proof) |
|--------|----------------------------|------|--|
| | | | |
| | | | |
| | | | |
| | | | |

VI) Voluntary/Community Service:

| Period | Organization | Post | Official use only (Documentary Proof) |
|--------|--------------|------|--|
| | | | |
| | | | |
| | | | |
| | | | |

VII) Further Information

1. Why are you interested in this program?

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

3. What are your strengths and weaknesses?

Strengths:

Weaknesses:

4. List and explain your CAMP SKILLS as many as you can. (Important!)

eg. Water skills, Hiking, Sports, Horseback Riding, Performing Arts, Music, etc

VIII) Interview Arrangement

Please 「✓」 at least **3** time slots that you are available on **9 December 2010** to attend the interview:

☐1000-1030 ☐1045-1115 ☐1130-1200 ☐1215-1245

☐1430-1500 ☐1515-1545 ☐1600-1630 ☐1645-1715

IX) PROCEDURE:

1. Please return the completed form with your resume to HKUST Connect at Room 2593 (Lifts 29-30) by 5:00 pm on or before **3 December 2010 (Fri)**. No late submission or incomplete application will be considered.
2. Selection interviews will be held on **9 December 2010** (Location will be confirmed). Applicants please arrive 10 minutes before the interview start.
3. The result will be announced through email on or before **24 December 2010**.

X) OBLIGATION:

1. Attend all briefing sessions;
2. Always keep checking email about the progress of the application;
3. Observe all deadlines of relevant registration procedures and payment due dates;
4. Any false, withheld or misleading information on the application is grounded for immediate cancellation of the application from the program;
5. Fail to complete the internship contract will result on application fee owed, cancellation of visa (if any) and insurance coverage; applicant must depart the country at once;
6. Applicant only can work at the placed site or camp;
7. Applicant is responsible for all travelling and personal expenses during the internship;
8. Applicant should comply with the rules and regulations set by YMCAs, camp site, University YMCA and HKUST;
9. Applicants should pay the application fee and \$500 deposit to “**Chinese YMCA of Hong Kong**” by cheque by 31 December 2010. No refund for withdrawal;
10. Submit working photos and evaluation forms on or before 21 September 2011; otherwise deposit will be forfeited.

Applicant's signature: _____ Date: _____

University YMCA - HKUST

Membership Application Form

(PLEASE FILL IN BLOCK LETTERS)

☐ New Applicant ☐ Renew Membership, Existing Membership Card No. _____

Name in English : _____ Name in Chinese : _____
(According to your ID Card/ Passport) Family name Given name (if applicable)

HK ID Card / Passport* No: _____ Student ID No: _____

ITSC Account: _____ Preferable Email: _____

Facebook : _____ MSN : _____

Date of Birth: (yyyy/mm/dd) _____ / _____ / _____ Age: _____ Gender*: M / F

School*: SBM / SENG / SSCI / SHSS / IDPO Year of Study: _____

Major: _____ Minor: _____

Phone No: (Mobile) _____ (Home) _____

Address: _____

Religion (if applicable): _____ Church: _____

Baptized by (Name of Pastor) : _____ Date of Baptism: (yyyy/mm/dd) _____ / _____ / _____

*** Please circle as appropriate**

Remarks:

1. HKUST student or graduate should return completed application form with membership fee (\$30/year or \$90/3 years) to Room 2593 (Lifts 29-30), HKUST Connect, Student Affairs Office, The Hong Kong University of Science and Technology. All transactions are non-refundable.
2. Activities of University YMCA (Uni-Y) are for members only.
3. In case of lost membership card, member needs to re-apply before they could join Uni-Y activities.
4. For enquiries, please contact 2358 5851 or email to uniyhkust@ymca.org.hk

Signature: _____ Date: (yyyy/mm/dd) _____

For official Use Only

Membership Fee : \$30 / \$90 Card No. :

Centre Code : 239 / 238 Receipt No. :

Received by : Date :