



Ayele: one school  
at a time



## Internship Information Packet





## **ABOUT AYELE FOUNDATION**

**The mission of the Ayele Foundation is to provide every child in rural Ghana with a better future through fostering literacy and embracing technology. We believe that by creating educational opportunities in vulnerable areas and addressing the need for enhanced curriculums and teacher retention, students from rural areas will be able to lead their communities through scholarship and community development. Our aim is to do so in a manner that addresses the need for electricity generation and technology development in rural areas, those advancements can be made even more effectively and with more enduring results.**

## **ABOUT GHANA**

Ghana is known as the gateway to Africa. Homes are small and stuffy, so people are always out and about. Ghana is an exciting and popular place to spend some time on a volunteer project or internship. Ghana is an intensely colorful land on the West coast of Africa. Once the British colony known as the 'Gold Coast', it is renowned for the friendliness and warmth of its people. Ghana has great beaches, wild savannahs, and dense rainforests. This English-speaking country provides volunteers with a wonderful introduction to Africa; it is politically-stable, safe, affordable, and rewarding to visit. You can explore historic slave forts, shop in bustling colorful markets, wander through rainforests, or laze on the hundreds of miles of beaches.

When you explore this magnificent African country, you'll discover lakes and wetlands, fascinating historical sites and a profound heritage. Gorgeous beaches offer a paradise on earth, and you will find yourself expanding and relaxing into the warmth of the African sun, the sweeping blue skies over the mountains and green forest. Most importantly you will love the people you serve and gain an experience the classroom can never offer.

## **AREAS OF FOCUS**

### **Teaching**

Although Ghana is an English speaking country, many school children cannot communicate effectively in the English language. This is a common thing in both rural and urban areas of

Ghana, hence the need to recruit and place volunteers in communities where there are simply insufficient teachers (or teachers who have inadequate English) to cater for the number of children. The project seeks to stimulate the interest in school children to study and speak proper English while at the same time offering our foreign volunteers a unique opportunity to learn and experience the Ghanaian culture. Music, math, information technology and arts are also incorporated into our program and volunteers are encouraged to bring resources that can assist with the teaching. Most school children with special needs are also neglected.

**Sign language** is one of the programs our volunteers can get involved in to provide better education to the deaf. Our volunteers study the Ghanaian sign language online dictionary that has been developed by the foundation, for easy transition into their new world. Volunteers are effectively placed in rural and urban communities where they will teach unassisted and also aid the few teachers available. This project is based on the syllabus of the Ghana Education Service and this will be made available to all volunteers after their orientation.

### **One Child for Peace**

One Child for Peace is a peacebuilding program that inculcates a sense of peace building among students in schools located in areas that have suffered/currently suffering from ethnic conflict in Ghana. This is done whilst assisting with teaching and learning activities in selected Junior and Senior High Schools. As each student become an ambassador of peace, the knowledge gained is translated into their families which in turn builds an entire society towards reconciliation and peacebuilding. The program is based on adopted principles from the Arbinger Institute.

### **Family for Change**

At Ayele Foundation, we believe that families can create change together. Nothing feels better than changing the world with your husband, wife and children. Our program offers simple, fun and engaging activities for your family to live generously. Some projects are short and simple while others are more involved. A perfect time for your family to bond while learning about social issues and gaining a new perspective on the world, learning new experiences and developing new skills for both children and parents, increasing interpersonal communication and problem-solving abilities of family members.

### **Friends of Orphans**

Friends of Orphans program is tailored to provide children at an orphanage a home with affection, support, and a decent life in the hopes of helping them to become responsible citizens. The students are between the ages of 2 and 16. You will be there to help with homework and encourage their academic progress. Volunteers daytime activities include administrative work and helping with cleaning, cooking, gardening and physical maintenance. Evenings are fun times as you organize games, art activities, singing, dancing and other creative

education and extra-curricular activities. Our orphanage homes are located in Accra, Kumasi and Ho.

## **Renovation and Construction**

Based in rural Ghana, the Construction and Renovation project offers volunteers the special opportunity to work alongside local people to help improve the infrastructure in small rural communities. This project focuses on the construction and renovation of schools, libraries, clinics, and community centers. Volunteers will also have the opportunity to meet chiefs and community elders, and learn about the various cultures of the different communities through music and dance.

Volunteers work closely with the local people and Ayele Foundation Ghana staff and roles include painting, brick laying, plastering, digging, block shaping, carpentry, steel bending mortar mixing etc. If you're a keen outdoors person with a good level of fitness, this will be a perfect project for you. Please note, projects and volunteer roles will vary from community to community.

## **ACCOMMODATION AND MEALS**

Volunteers are accommodated in a volunteer house where they will live with other volunteers and local staff. While volunteering in Ghana, most volunteers will stay in our Home-based. This concept is a permanent residence set up especially for international volunteers. There are several bedrooms at our Home-based and volunteers will normally share a room with a same gender volunteer. There are community rooms and a television fully equipped with Wi-Fi. Ayele Foundation manages volunteers' meal plans and accommodations throughout projects and travel options. Three meals a day (breakfast, lunch and dinner) will be provided and will consist of local ingredients and feature traditional cuisine choices for Ghana. Our meal program can accommodate vegetarian needs; however, we are not able to provide for other dietary restrictions. Food and drinks outside of mealtimes are the volunteer's responsibility. In most cases, there are restaurants and markets nearby the homes in which our volunteers stay. The environment is very relaxed and social and a great place to unwind after a busy day. The kitchen and bathrooms are shared, and there is running water and "western-style" toilets. The neighborhood is very safe and clean. There are many amenities nearby like internet cafés, grocery stores, restaurants and mass transit stops.

We put safety and comfort first as we deliver enriching and consistent experiences for our international travelers. Our support is multi-faceted while volunteers are in Ghana and our staff is in contact with our volunteers on a regular basis either with face-to-face visits or via phone/email. Key support comes from our country coordinator and in-country field staff. These individuals are employed by Ayele Foundation and committed to ensuring your experience the best it can be. Volunteers also have access to our country coordinator's mobile number for

emergencies. With longer assignments, our field staff visits regularly (every 2-4 weeks) to ensure the experience is meeting your expectations. Sometimes an assignment may be too far to visit physically, so staff members will touch-base via phone/email. You are also welcome to stop in the offices at any time. You are never alone.

Living is basic but the large majority of the volunteer houses have electricity and running water (some rural houses may not have electricity or running water during times of drought). If you have special eating needs, please let us know ahead of time so that we can make arrangements for you. However, we need to stress the point that you should not expect to eat as you normally do at home. We will do our best to see that you are well taken care of, but also as a volunteer, there is a need to be flexible.

Specific details regarding accommodations, food and contact details for our local coordinator will be provided in personalized volunteer placement documentation prior to arrival.

## VISA ACQUISITION

Once you are accepted onto our program we will send you the letter of acceptance and details of your projects which will help you in securing your visa. The cost of visa varies depending on which country you are coming from. Volunteers are responsible for their visa however the foundation will assist in every way possible. Apply for visa, purchase tickets and make necessary travel arrangements. Please fax a photocopy of your passport and itinerary to our office. Participants must make a full payment of the program fee at least 2 months prior to departure.

## PACKING LIST

- *Ghana Guidebook – get to know the country you're going to!*
- *Backpack – to put everything in!*
- *Rucksack – for day to day use*
- *Travel padlock*
- *Mosquito net*
- *Water bottle*
- *First aid kit*
- *Sunglasses – the ones in Ghana are cheap and won't last long, nor will they protect your eyes properly*
- *A spare pair of glasses (if you wear them)*
- *Notebook / diary*
- *Books to read in your down time*

- *Sleeping bag liner (you will not need a full sleeping back, it is too hot!)*
- *Photocopies of passport, vaccination details and insurance documents*
- *6 passport photos (to renew visa)*
- *Money belt*
- *Cash (see 'money' section in your briefing pack)*
- *Games to play in the evening – such as chess, scrabble and cards etc*
- *Clothes suitable for climate (cotton and synthetics can be uncomfortable in the heat, also white clothes soon get very dirty due to dust.*
- *A pair of Thongs/Flip flops or other rugged sandal. Some volunteers suggest Crocs, which have straps, so they don't slip off your feet)*
- *Trainers or lightweight walking shoes (or both)*
- *Sunhat*
- *All your normal toiletries (toothbrush etc)*
- *Sunscreen (enough for a while, but it is available in Ghana too)*
- *Mosquito Repellent*
- *Anti-malaria prophylaxis and 6 months' supply of prescribed drugs*
- *Hand sanitizer*
- *Contact lens solution (if needed)*
- *2 towels*
- *Nail brush*
- *Sanitary items for females (tampons are hard to buy)*
- *Radio w/batteries or wind up radio*
- *iPod speakers*
- *Camera and spare memory cards for camera*
- *Torch – either a wind up one or a small LED one with a long lasting battery and can fit in your pocket*
- *Cheap waterproof watch*
- *Travel adapter (a lot of sockets are like the UK, but there are exceptions)*
- *Cheap, durable mobile phone (SIM cards available in card)*

## ARRIVAL

The foundation will pass your arrival information to its coordinator. Our coordinator will receive you at the airport, and transfer you to a hotel/hostel. The next day, your program starts with orientation. Our field staffs and coordinators are always available if you need any kind of services or support.

## APPLICATION INFORMATION

We are ecstatic that you are considering joining Ayele Foundation in your philanthropic endeavors. To begin the application process, please submit a letter of inquiry to [erica@ayelefoundation.org](mailto:erica@ayelefoundation.org). In the letter, be sure to include what qualifications you think



makes you a good fit for Ayele Foundation keeping in mind the areas of focus of our foundation. Once the letter is reviewed we will send an application packet to those individuals we believe will best serve the interests of the foundation. A \$150 non-refundable application fee will also be required at that time. Applications that are accepted into the Ayele Foundation Internship Program will be given further instructions at that time.

### Program Cost

Number of Persons	Cost	Duration	Number of Hours
1	<b>\$1500</b>	<b>6 Weeks</b>	<b>40hrs/week</b>
1	<b>\$1800</b>	<b>2 Months</b>	<b>40hrs/week</b>
1	<b>\$2500</b>	<b>3 Months</b>	<b>40hrs/week</b>
1	<b>\$6500</b>	<b>12 Months</b>	<b>30hrs/week</b>
Family of 3	<b>\$2500</b>	<b>6 Weeks</b>	<b>30hrs/week</b>
Family of 5	<b>\$3200</b>	<b>6 Weeks</b>	<b>30hrs/week</b>

#### Program fee covers:

Meals & Accommodation  
Insurance  
Project/logistics  
Vacation Trip/ Tour  
24/7 Wifi  
Phone Services

#### Program fee does not cover:

Visa/Passport  
Air Ticket  
Personal Expenses

### IMPORTANT DATES

#### Application Deadlines

Fall Term – July 15th  
Winter Term – October 1st  
Spring Term – February 1st

#### Internship Dates

Mid-September - Late December  
Early January - Mid April  
Early May - Late July