**Placement Offer Form**

CMEPIUS, Ob železnici 30 a, 1000 Ljubljana, Slovenia

E mail : erasmus@cmepius.si

|  |
| --- |
| **EMPLOYER INFORMATION** |
| Name of organization | Mladinski center Trbovlje |
| Address | Ulica 1. junija 18 |
| Postal Code | 1420 |
| City | Trbovlje |
| Country | Slovenia |
| Telephone | 38635612881 |
| Fax | 38659165204 |
| E-mail | mct@mct.si |
| Website | www.mct.si |
| Number of employees | 9 |
| Year of foundation | 2001 |
| Contact person | Mrs. Rada Drnovšek |
| Department / Function | Coordinator of international cooperation |
| Direct telephone number | 38635612881 |
| Direct mobile | / |
| Direct e-mail address | rada.drnovsek@mct.si |
| Short Description of the Company | Trbovlje Youth Centre (MCT) is a public body established in 2001 by our local municipality in order to provide service, information and guidance to the local youth. There are 2900 young people from age 15 - 29 in our town, however our region is small and we are active in two more towns. We offer a lot of different possibilities for young people. We promote activities of non-formal education, youth international learning mobility, community actions, cultural activities, information and guidance, different kinds of youth facilities, etc. We mentor several interest groups of young people, who are active in making short documentaries or video, learning different cultures etc. We have 5 regular employees and 15 regular volunteers, who are in MCT on daily bases. As a youth centre we do not have a membership. We cooperate with different organisations on local, regional and national level. MCT is located in the centre of the town and has its own building with cafeteria and small youth hostel. We are regular involved in the international cooperation since 2005, we have many experiences in sending and hosting of young EVS volunteers, Erasmus students and participants in Leonardo da Vinci programme. Until now we have sent abroad more than 28 young people and hosted more than 40 volunteers. We have many experiences in youth international mobility, we are doing different international seminars and trainings, youth exchanges, evaluation meetings etc. |
| Other | Departments: - youth work (international cooperation, local iniciatives, street work, sport activities, non-formal education) - club - touristical information centre - caffeeteria - youth hostel |

|  |
| --- |
| **PLACEMENT INFORMATION** |
| Department / Function | Youth work, youth tourism |
| Description of activities | Youth work: - street work - international cooperation - administrative support - local activities - local initiatives (interest groups etc.) - trainigs, seminars - club and free time activities Youth tourism: - touristical information centre - touristical shop - reception desk - development of promotional materials - articles for web page - hostel - caffeeteria - local festivals |
| Duration | 3 months  |
| Working hours / Weekly hours | 8 / 40 |
| City | Trbovlje |
| Help with finding Accommodation | Yes |
| Financial Contribution | No (0) |
| Other |  |

|  |
| --- |
| **LANGUAGE REQUIREMENTS**[[1]](#footnote-1) |
| Language | Listening | Reading | Writing | Speaking |
| English | 2 | 2 | 2 | 2 |
| German |  |  |  |  |
| French |  |  |  |  |
| Italian |  |  |  |  |
| Spanish |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |
| --- |
| **ICT REQUIREMENTS** |
| requirement | Expertise level[[2]](#footnote-2) |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| **OTHER REQIUREMENTS**  |
| Driver’s license | Yes |
| Other | / |

1. Required language skills are rated from 1 to 3:

 1 - basic level

 2 - intermediate level

 3 - proficient level [↑](#footnote-ref-1)
2. ICT skills are rated with 3 levels of expertise:

- Basic level

- Intermediate level

- Proficient level [↑](#footnote-ref-2)