EUROPEAN SOLIDARITY CORPS

ERASMUS KRAKOW

A little guide to Volunteering

ABOUT OUR COMPANY

We are a professional, multilingual **team** dedicated to making **educational mobility** a reality across the European Union. Through our Kraków office, we coordinate international **internships** for vocational and technical school **students**, job-shadowing placements for **teachers** and industry trainers, and facilitate participation in major **EU-wide congresses**, industry **conferences**, and professional **exhibitions**.

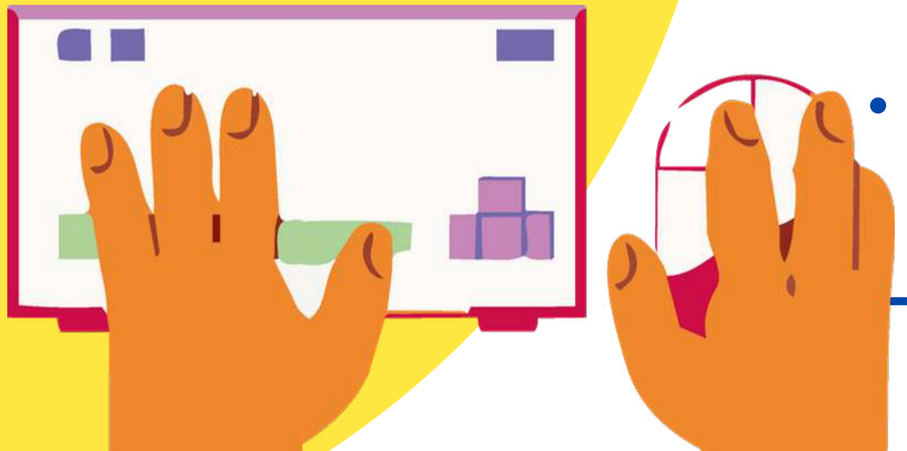
Leveraging a broad network of trusted **partner companies** and institutions, we ensure seamless management of all **logistics** — from placement matching, registration, accommodation, and transport, to on-site support and cultural integration. Our goal is to deliver customized, high-quality mobility **experiences** that align with our partners' educational and professional **objectives**.

WHAT WE OFFER

- All volunteers will receive full **health insurance** provided through HENNER.
- Comfortable shared **accommodation** with fully covered **food expenses** (5,50€ per day) and pocket money (6€ per day).
- Volunteers cover their travel costs upfront, but all **travel expenses** are fully reimbursed in line with ESC Programme rules. Just keep your **tickets** and boarding passes, provide them during or after the project, and we take care of the rest.
- Hands-on **experience** with real office tasks, day-to-day administration and communication.
- Immersion in **Krakow's culture** and an international volunteer community.
- Opportunity to take part in **workshops**, meetings, and special volunteer **events** organized throughout the project.

VOLUNTEERING TASKS

- **Organising** welcome meetings and certificate ceremonies at the office.
- Working with MS **Excel** (incl. databases).
- Remote **communication** with foreign partners.
- **Planning** and arranging leisure activities for foreign interns.
- Performing general **office duties**.
- **Supporting** groups of foreign interns.
- **Organising** cultural **trips** and walks through Krakow
- Volunteers may be asked to help with activities that match their skills or expertise, for example, giving informal **English lessons** or supporting other skill-based needs.
- **Creating content** for social media posts and the website.



ACCOMODATION

Name: Guesthouse
Trans-Expres Phone: +48 697 082 316
Adress: Montwiłła – Mireckiego Street 7B, 30-426

Accommodation includes a **towel**, **bed sheets**, and basic **kitchen supplies** such as a kettle, microwave, fridge, cups, glasses, pot, pan, cutlery and plates. Each room has it’s own **bathroom** and **kitchenette**. A laundry room with **washing machine** and **dryer** is available, and the accommodation also provides a reliable **Wi-Fi** connection.

WE PROVIDE TRANSPORTATION

Volunteers can travel comfortably and focus on their mobility experience without worrying about logistics. All arrangements are designed to make getting around Krakow simple and stress-free.

As mentioned before – Travel expenses to and from Krakow at the start and end of the mobility, are **covered** within the amount allowed by the **European Solidarity Corps** programme. Airport, bus, or train station transfer arranged through partner **taxi** companies for a comfortable ride to the guesthouse. On arrival, volunteers receive **tickets** or a **transportation card** for unlimited use of local public transport (includes overground trams and buses) during the entire mobility.

EXPLORE THE CITY

Kraków offers a rich mix of historical landmarks, museums and cultural places that are truly worth visiting during your stay.
Some of the city's most famous sights include:

Wawel Castle is one of Kraków's most iconic landmarks, sitting on a **hill** above the **Vistula River**. It used to be the home of Polish kings, and now it's a beautiful mix of royal chambers, courtyards, and **museums**.

Kazimierz is the former **Jewish quarter**, and today it's one of the most atmospheric parts of the city. It's full of narrow streets, **synagogues**, street art, **cozy** cafés, and little **vintage** shops.

St. Mary's Basilica is the famous **brick church** on the Main Square, known for its two uneven towers and the stunning wooden altar inside. Every hour, a trumpeter plays the hejnał from the tallest tower.

IS THIS OPPORTUNITY FOR YOU?

While enthusiasm counts, these requirements help us create a meaningful experience.

- **18 - 30** years old
- **Willingness** to actively **participate** in project **activities**, workshops, and events.
- **Ability** to attend the **full duration** of the project as scheduled.
- **Readiness** to engage in **intercultural** experiences, work in a team, and respect **diversity**.
- **Knowledge** of **English** at least at **A2 level** to interact with the team and local community.
- **Competence** in using **computer**, MS Office programs, and familiarity with **graphic design** and **social media** is highly welcomed.

HOW TO APPLY

We´re excited that this project has caught your attention!

Contact your **home country's** supporting organization first. You can **share** our contact info and project details with them.

Please send your **CV** and a **motivation letter** explaining why you want to participate, either to your **supporting organization** (so they can contact us on your behalf) or directly to **us**.
E-mail adress: volunteers@erasmuskrakow.eu or jarosz@erasmuskrakow.eu

After reviewing your application, we'll schedule a short **video interview** with our team. Don't worry, it's just to **get to know** each other and give you more **information** about the project.

Important note: According to ESC regulations, a person may join only one long-term individual volunteering mobility. If you have already participated in an individual mobility lasting 2 months or more, unfortunately you are not eligible for this project. However, it is possible to join this project for a short term volunteering period of 1–2 months instead.

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THANK YOU

If our project sparks your interest,
we'd love to hear from you!

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info@erasmuskrakow.eu

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