



Jersey City, NJ 07310 • USA • recruit@vietabroad.org

GRAND RECRUITMENT 2015

JOB DESCRIPTION

YOU'RE ONLY FRESHMEN ONCE (YOFO)

PROGRAM TEAM

A. FUNCTIONS

Design and implement the agenda and all activities of the camp.

B. AVAILABLE POSITIONS

- 2 Managers (1 for Hanoi, 1 for Ho Chi Minh City)
- 4-6 Assistant Managers (2-3 for Hanoi, 2-3 for Ho Chi Minh City)

C. TIME OF WORK

- Expected beginning day: May 11, 2015
- Expected ending day: August 22, 2015
- Expected commitment: 20-30 hours/week
- Expected duration of stay in Vietnam: May 20, 2015 to August 10, 2015

D. RESPONSIBILITIES

Developing and implementing an effective agenda and activities that help build a community among Vietnamese freshmen and between Vietnamese freshmen and upperclassmen of US colleges, prepare freshmen for student life in the US, and making freshmen aware of value the opportunities they are holding not just for their personal development but also for contribution to community.

Responsibilities include, but not limited to:

- Constructing an agenda for the camp
- Recruiting camp leaders
- Researching and implementing bonding games and activities for campers
- Planning a volunteer trip
- Designing the model classes
- Collaborating with Summer Public Relations team to develop a marketing plan for the camp
- Assisting Co-Project Leaders in writing the Executive Report for the program

E. QUALIFICATIONS

- Innovative
- Well-organized
- Patient
- Decisive
- Strong Vietnamese and English writing skills

F. RECRUITMENT INFORMATION

- Round 1: Application round. Deadline: **11:59 PM April 5th (EST)**
- Round 2: Interview round for applicants who pass Round 1 only.



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G. CONTACT INFORMATION

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