

AS HOOLEKANDETEENUSED

UUEMÕISA KODU



ORGANISATION DESCRIPTION

Uuemõisa Kodu is a home for 71 adults with special needs of mental and physical disabilities. 12 of them have multiple and heavy mental and/or physical disabilities. There are men and women aged 20-75 years. The total number of staff is 25 - 23 of them are activity coordinators, 2 of them are coordinating cooking. In addition, there are 1 teamwork manager and 1 client work manager to guide activity coordinators everyday work and activities in Uuemõisa Kodu. All workers have received special training and are well experienced, many of us have worked with our clients for more than 5 years.



Every day we work for one goal- that people who live with us should have active and positive day no matter of their age, gender or disability. We are also very active in sports like walking, games, dancing, singing and activities like art and handicraft. In the spring and summer we have a greenhouse and we teach our clients how to plant and

take care for nature. Mostly we plant herbs, tomatoes and cucumbers. We think that being in contact with nature is very important for our clients. In addition we have sheeps and lambs in our Home from spring to autumn.



We have also a protected working daycentre to help to shape our clients working skills and to give them opportunity to acquire a working experience in the first place. There our clients practice pottery, handiwork and also knitting on handlooms.

Project context

Uuemõisa Kodu is located in Uuemõisa just in walking distance of Haapsalu city, which is known as a resort town and is famous for its mud therapy. The overall impression is the mosaic of the landscape here, with dark green forests, alternates with



fields, meadows and big hills. Uuemõisa itself is a small part of Haapsalu city and is located in western Estonia in southern coast of the Gulf of Haapsalu. There lives approximately 13 500 citizens.

All services and institutions necessary for everyday life are nearby- there are shopping centres, multiple food stores, library, cultural house, where will be carried out different events (cinema, theatre and local gatherings) and also different spas and of course the



beaches and swimming opportunities in the Gulf of Haapsalu. You also may find beautiful parks and many hiking trails in there and of course the opportunities to take part in different community activities and national celebrations like

Jaanipäev. You can't forget also the beautiful Haapsalu Castle and the legend of the White Lady, who is seen only in the full moon nights in August.

The next bigger cities are Pärnu and Tallinn (about 100 km, you can drive either by bus or car there). We cannot forget also the islands of Estonia - Vormsi, Hiiumaa, Saaremaa. Vormsi and Hiiumaa, which could be visited by ferry from harbour of Rohuküla, which is 9km from Haapsalu city. You can also make a trip from Hiiumaa island to Saaremaa island by ferry and go forward to mainland again and make a trip through Pärnu - the summer capital of Estonia. The prices of transportation and accommodation in Estonia are very reasonable and its nature is breath-taking and worth seeing. You can find more information from website <http://www.visithaapsalu.com/>

Proposed Activities

The volunteer(s) will have an opportunity to gather different knowledges and skills in working with disabled people. It also grows motivation, initiative and broadens the mind. Volunteering will also give an opportunity to get to know different culture and teaches how to communicate with people with disabilities.

The working time will be around 30-35 hours a week. Volunteer will have 2 days off per week either during week or at the weekends, it is negotiable with the volunteer. Work will be done Under supervision and with support of staff.

The activities are very flexible considering individuality of volunteers. There is an opportunity to deal with a client one by one, or in a group. The volunteer has the opportunity to propose and carry out different activities.

An example of a volunteer day at Uuemõisa Kodu:

Morning:



- Morning gymnastics with clients
- Helping activity coordinators and cooking assistants in their work assignments
- Sending clients to work and assisting-instructing them in their work assignments or household work with clients who doesn't have a job

Lunch:

- If necessary supervising and instructing clients in preparation of lunch
- Eating lunch with clients and other workers
- Cleaning and other housework
- Sending clients to shops library and other community services
- Board games and handicraft with clients



Afternoon:



- Supervising and instructing clients in preparation of dinner
- Eating dinner with clients and other workers
- Meeting with activity coordinators – conclusion of the day and discussion about plans of tomorrow
- Free time

Profile of Volunteer and Recruitment Process

We expect that the volunteer is committed to the project, is mature, independent and active, willing to learn and willing to be open-minded. Also, active to support our clients in everyday activities, working activities, hobbies and also to be ready to give suggestions to improvement of our service. Some experience in work with people with special needs would be advantage. Positive way of life, friendliness and sociability are

the characteristics that describe a successful volunteer candidate. We also expect the candidate to be reliable, responsible and taking initiative. We would prefer volunteer being not under 18 years of age.

Support

All our volunteers are instructed and supervised by our teamwork and client work managers before working with our clients. Twice a week volunteer will have meetings with our tutor and other activity coordinators to discuss volunteer's work and to make suggestions and observations how to improve it. It is also a perfect time to help volunteer to reflect his/hers work, achievements and thoughts about volunteering. Meeting will support volunteer in Youthpass process and evolve in everyday work.

The volunteer will be accommodated by the coordinating organization. There is possibility to live in flats in Haapsalu and we will help coordinating organization in finding them. Transportation and other possible support for living in community can be negotiated with the host. Uuemõisa Kodu has 3 electric cars which can be used for transportation with activity coordinator when possible and we can offer lunch and dinner in Uuemõisa Kodu with our clients and activity coordinators.

Haapsalu city is in walking distance from Uuemõisa Kodu and it has perfect public transportation with other cities (like Pärnu and Tallinn). Also coordinating organization will find a mentor to help resolve different problems which might emerge and a teacher to help study Estonian.

Before coming to the service, coordination organisation recommend the volunteers to start learning Basic Estonian by offering them different options for this:

<http://www.loecsen.com/travel/0-en-67-2-21-free-lessons-estonian.html>

<http://www.innove.ee/en/language-examination/keeleklikk>

<http://www.surfacelanguages.com/language/Estonian>

<http://www.livemocha.com/learn-estonian/aprender-estonio>

<http://www.digitaldialects.com/Estonian.htm>

http://mylanguages.org/learn_estonian.php

<http://en.eki.ee/index.php> - Eesti Keele Instituut web page where you can find Estonian Explanatory Dictionary, Estonian-English and Estonian-Russian dictionary and Estonian language rules.

Risk Prevention, protection and safety

- The volunteer's work is safe and has been assessed for risk by Hoolekandeteenused AS;
- Every effort is made that Project meets high health and safety standards;
- The volunteer is pretrained and familiar with the volunteering work and have access to adequate safety equipment;
- All staff in Uuemõisa Home have been informed and guided about tasks of volunteer;
- The volunteer will have the supervisor who will guide him and with whom he works.

Mentor and tutor shall offer psychological support to the volunteer. The volunteer is also always welcome to turn to the tutor, mentor and sending organisation if necessary. Communication is the key to solve the problems that may occur. Volunteers are covered by insurance plan, which covers possible medical expenses and help to solve health-related issues during their volunteering service.