

## Infosheet for Volunteers

Dear Volunteer

Thank you for considering spending time at HOPE Cape Town as a volunteer.

### HOPE Cape Town

HOPE Cape Town is a non-profit organisation providing outreach, education and counselling at community level, focusing on HIV/AIDS and TB in the Western Cape.

Join our vibrant team of Medical doctors, nurses, community workers and administrative staff in gaining experience in the field of HIV/AIDS and NPO administration.

### Workplace

HOPE Cape Town has offices at the Medical School of the University of Stellenbosch - Tygerberg Campus and at the Tygerberg Children's Hospital. These facilities are located on the same grounds.

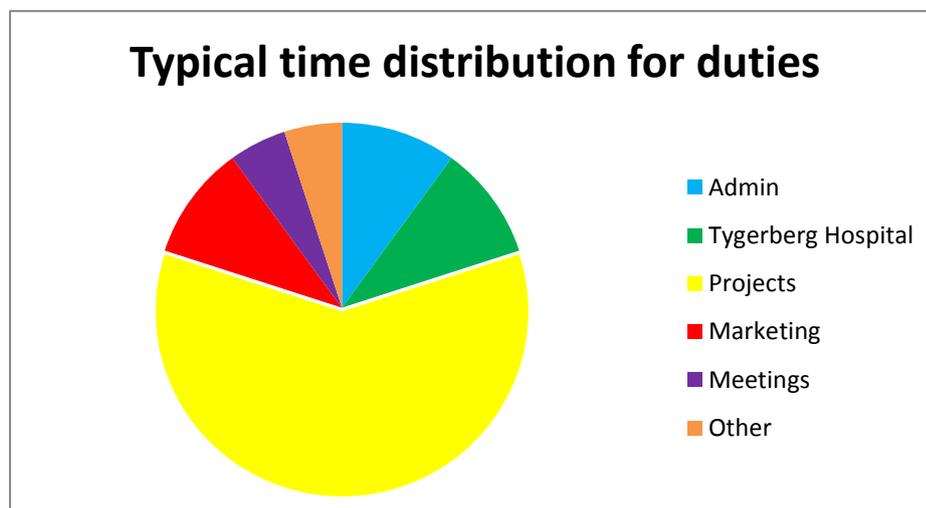
### Work hours

Monday to Friday, 09:00 – 15:00

The volunteer may be requested to work extra hours at special events. Any overtime will be arranged beforehand.

### Duties

The volunteer should be flexible and will have a variety of responsibilities. The duties of the volunteer include administration, marketing and community service at our projects in townships.





## Expectations

- An interest in HIV/AIDS and the fight against the pandemic
- Team player
- Flexible
- Ability to function independently
- Fluent in written and conversational English
- Computer literate
- Own transport
- Minimum time investment: 3 months; preferable 6 - 12 months
- Police clearance and medical certificates
- Volunteer Visa

## Payment, transport, living

HOPE Cape Town is a NPO and does not provide stipends or cover living and transport costs.

Public transport to the townships is not recommended. It is advisable to rent a car for the duration of your stay.

Volunteers should arrange their own accommodation.

- **Offer some car rental possibilities**  
[www.rentavw.co.za/long-term-car-rental-cape-town/](http://www.rentavw.co.za/long-term-car-rental-cape-town/)  
[www.carmania.co.za/](http://www.carmania.co.za/)  
[www.bestbeetle.co.za/](http://www.bestbeetle.co.za/)  
[www.gumtree.co.za](http://www.gumtree.co.za)
- **Accommodation possibilities**  
<http://www.internship-south-africa.com/student-accommodation-cape-town.html>  
<http://www.rentaroom.co.za/cape-town/>  
<http://www.studentandlife.co.za/>  
<http://www.capeintern.com/accommodation/>  
<http://www.4exchange-southafrica.com/accommodation-Cape-Town.html>  
[www.gumtree.co.za](http://www.gumtree.co.za)

## Contact

If you are interested in volunteering at HOPE Cape Town, send your cover letter and CV to Mrs Cornelia Schönherr ([office@hopecapetown.com](mailto:office@hopecapetown.com)). A Skype interview will be arranged for shortlisted candidates.