

# KNGO CAMBODIA

# VOLUNTEER INFORMATION GUIDE

Khmer New Generation Organization  
#379, Gr 25, Bospo Village, Odambang I Commune  
Sangker District, Battambang Province

## OVERVIEW:

KNGO Cambodia has now reopened following closure during the COVID pandemic and is welcoming volunteers back to support the school and students.

KNGO provides free supplementary education to students with a special focus on English lessons. KNGO receives no government funding and relies on donations and other fundraising activities to provide a sustainable program in our community.

Our Volunteer Placement Program (VPP) is an integral part of the KNGO operations, providing invaluable support to maintain the sustainability of our free educational program.

We welcome all volunteers and aim to provide an experience beneficial to both the volunteer and student.

## VOLUNTEERING:

### **General Information:**

A maximum of 4-5 volunteers will be accepted at any one time to ensure the volunteer receives a personalised Cambodian experience and our staff and students receive the maximum benefit from the volunteer skills.

Volunteers will be buddied with an appropriate staff member who will prepare a weekly timetable for the volunteer based on student needs and any special volunteer skills, eg art/music/sport/IT etc. *(Please ensure you advise us on your application form of any special skills or interests.)*

Volunteers may select to volunteer in one of the following areas:

- Education/Classroom Support: In class student assistance
- Community Welfare: Social Work - Housing/Emergency Food Distribution/Student Scholarships/Health & Hygiene.
- Administration: IT/Social media/Grant writing/etc
- Maintenance: Repairs and maintenance to school buildings and equipment.
- Other *(Please advise your area of expertise)*

### **All volunteers must:**

- be able to speak conversational English,
- have medical insurance (certificate of cover must be provided), and
- supply a copy of your Police Clearance Certificate from your home country and comply with the KNGO Child Protection Policy,

**Location:** The KNGO school is located in the rural community of Bospo on the outskirts of Battambang, approx. 8km from the city centre.

Battambang is approx 300 kms from Phnom Penh and 165 kms from Siem Reap.

### **Commencement date and length of stay:**

We prefer that all volunteers commence on the 1<sup>st</sup> Monday of each month (excl. April) for a duration of at least 4 weeks. If you would prefer to commence on a different date, or stay for a different duration, please contact us for availability. NB: A minimum stay of 2 weeks is required.

### **Group & Families:**

Groups are welcome but you will need to contact us for availability and for any special arrangements to be made. Families are also welcome – please contact us for further information.

### **Dress Code:**

Cambodian dress is very conservative and should be respected. Volunteers must ensure their dress is appropriate at all times while attending the KNGO school and/or community programs.

- Dresses, skirts and shorts should be below the knee in length
- Shirts, T-shirts and tops should cover the shoulders, eg NO singlets or strapless tops.  
**(KNGO T-shirts should be worn each day)**

### **Orientation:**

An orientation for all volunteers will be conducted on your commencement day. Major topics will include:

- The KNGO Child Protection Policy,
- Expectations and dress code. Receive your KNGO T-shirt.
- Meet your staff member buddy and receive your 1<sup>st</sup> week timetable.
- Schedule the sightseeing and community tours

### **Volunteer Hours:**

**1-6 pm:** Normally, volunteers will be timetabled with classes in the afternoons. In addition, arrangements to volunteer in the mornings can also be considered.

If no other arrangements are made (eg KHMER Language Course), mornings will be free time and your own arrangements.

### **Donation:**

As KNGO receives no government funding and provides a free education for our students, a **donation of US\$350 for 4 weeks (US\$250 for 2 weeks) is requested from volunteers.** This helps to maintain the free education for our students on an ongoing basis. ***Please contact us for the donation applicable for other lengths of stay.***

Many volunteers opt to fundraise prior to leaving their home country to raise the required funds. If we can help in any way, please let us know. We would be happy to provide brochures and whatever else we can do to assist. (All donations are due at least 14 days prior to commencement of your placement)

### **Inclusions:**

- Transportation from your accommodation to KNGO will be provided on your first day. (Please ensure you notify us where you will be staying)
- A KNGO T-shirt will be provided to each volunteer and should be worn at the school every day. (Extra t-shirts are available for purchase @ US\$10 each)
- A city sightseeing tour will be included shortly after arrival in Battambang.
- During your stay, a tour to visit the KNGO Community programs will be included. This tour could be by bicycle, moto or tuktuk. Our community programs include housing, emergency food distribution, student sponsorships and health & hygiene.

### **OPTIONAL EXTRAS:**

#### **Khmer Language Course:**

An optional KHMER Language course has been designed to immerse volunteers into the Cambodian culture and enhance their overall experience.

2-hour lessons will be provided each morning at the KNGO school by a Khmer staff member 9-11am, Tuesday to Friday over a 4 week period (total of 30 hours). You will be able to practice your new language skills with our staff and students who will all appreciate your efforts.

**The cost for the course is US\$150 p/p. As this option is subject to availability, bookings are essential.**

#### **Lunches:**

US\$6-8 p/day. Enjoy an authentic Khmer lunch each day, provided at the school between 12noon & 1pm (must be booked and paid on orientation day if required)

### **ACCOMMODATION:**

There are many options for accommodation in Battambang depending on your preference. Below are suggestions only, and reservations should be made directly with the property of your choice.

Hostel: From \$USD7.00 per night

Budget Hotel: From \$USD15.00 per night

Resort Hotel: From \$USD 54.00 per night

### **TRANSPORT & SIGHTSEEING:**

You will be given a list of suggested sightseeing tours and names of contacts for transport to and from school each day. Alternatively, you can make your own arrangements during your stay.

The approx. cost for transport to the KNGO school each day is:

Tuk tuk or PassApp \$USD6.00 (this can be negotiated if you use the same driver every day)

Scooter or Motor bike hire: \$USD7.00 per day or \$USD5.00 per half day

Bicycles are also available free of charge from the school.

### OTHER INFORMATION:

**Prior to arrival:** KNGO will require the following no later than 14 days prior to date of commencement:

- Copy of current Passport and Cambodian Visa (if obtained prior to arrival),
- Copy of Medical Insurance Cover
- Copy of Police Clearance check
- Pre-payment of donation and Khmer Language Course Fees.
- Arrival & Accommodation details in Battambang

### **Cambodia Entry Requirements:**

Please ensure you check current entry requirements into Cambodia for your nationality in your home country.

International airports are located in Phnom Penh and Siem Reap and buses connect both cities to Battambang. Train travel is also available from Phnom Penh to Battambang.

### **Currency in Cambodia:**

Local currency is the Cambodian Riel, however, US Dollars are also used by most locals. ATM's and banks are readily available in Battambang and usually give you a choice of withdrawing in US\$ or Riel.

### CONTACT KNGO:

We would like to make your stay with us an enjoyable, authentic and memorable experience. Please don't hesitate to contact us for further information or assistance in planning your volunteer placement.

#### **Australia:**

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