Volunteer Opportunity:
Volunteer at Thai Village Inc., in Chiang Mai, Thailand for a duration of 2 months to 2 years. Applicants who commit for a long-term service term of 1 year or more may apply for a stipend to cover living costs. Internships offering school credit are also available. Please note in your application if you are applying for either a 1. Short-term position, 2. Long-term position with stipend, or 3. Internship.

PART I
Volunteer Position Highlights and Summary:

- Practical, hands-on service in an international non-profit organization
- An exciting opportunity to learn about and engage with other cultures first-hand
- The experience of working in an international mission field
- A good fit for people from a variety of professional disciplines

Thai Village offers volunteer positions and practical work assignments in Chiang Mai, Thailand. Volunteers are expected to commit to a minimum of 2 months. Due to the international nature of the position, and the time allocated for adaptation to the language, culture, and environment, an ideal volunteer commitment is 1 year or more. Volunteer positions are normally on a full-time basis although assignments may be carried out on a part-time basis upon mutual agreement. Volunteers are incorporated into the work as team members under the supervision of native English-speaking managers.

What is Thai Village?
Thai Village is a faith-based non-profit organization that exists to empower people in Thailand by providing vocational skills training and income generation as a means of economic stability, and by supporting Christian education and community-based programs. Our purpose is achieved through our process: by working in the context of the everyday lives of people in Thailand, walking through real life situations, and learning from each other, we focus on relationships with the people whose handicrafts we present to the world.

We work closely with Thai churches to conduct vocational skills trainings and outreach programs in Northern Thailand. The local people we train often come from difficult circumstances, are uneducated, and/or have been unfairly treated in the past. They are trained in various skills such as sewing, tin-smithing, leather-working, and stitching, among other skills. They are then given projects that they can take to work on in their own home environment. We comply with fair trade principles. Upon completion of the projects, artisans are paid fair wages, in-full, regardless of if the product sells or not. Thai Village is responsible for marketing and selling these products and funds from product sales are put back into the organization to implement further projects in the community.

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We are a Christian organization and therefore our foundation is based on Christian principles. We do not require volunteers to be Christian but do require an open-mindedness to Christianity and a desire to reach out to people with love, joy, and hope.

PART II
Volunteer Position Vacancies:

1. Product Designer and Trainer (Thailand-based)
Design new handmade products in collaboration with the executive team using locally sourced materials that can be easily produced in Thailand and are desirable to consumers in Western markets: anything with jewelry, sewing, crochet, wood, metal work, paper, etc. It will require walking through the entire project from sourcing raw materials, to any applicable tools, to creating a finished product. We are open to new products that use any of these above skills in creative ways and showcase the skills of the artisans we employ. Products that are time intensive and unique but accessible to artisans are ideal. After designing, the volunteer is responsible to train small groups of local women (and some men) to make the handmade products. Depending on the product, this can be anywhere from a one-day to a week-long training. It will require explaining the types of raw materials required, demonstrating techniques, and helping them to produce the finished product. Translation will be provided where necessary.

Requirements: *Creativity and a love for design. *An understanding of current market trends in the West. *Some previous design experience a plus but not necessary. *An understanding of the finished product and how to make it. *An ability to clearly communicate basic instructions. *A casual, friendly, patient, and approachable demeanor. *A desire to train and equip local people.

2. Photographer and Graphic Design/Illustrator (Thailand-based)
Apply technical expertise, creativity, and composition skills to produce images and graphics that tell a compelling story including documenting daily activities of the organization, artisans, and life in Thailand in addition to skills trainings, special outreach events, cultural events, and Thai Village products, among other things. Develop original graphic concepts and assist with the creation of digital and print materials and publications as needed. These will be incorporated into projects such as annual reports, brochures/flyers, promotional materials, product packaging, catalogs, newsletters, power points, websites, etc.

Requirements: *Photography techniques, studio lighting, color theory, graphic design. *Ability to prepare products for photo shoots, set up photo area, take photos, edit photos, and prepare/format them for print and e-publications. *Strong artistic ability and communication skills. *A workable command of basic Adobe CS (Photoshop, Illustrator, InDesign, or equivalent) programs. *Some education in visual, graphic, and applied design principles a plus. *Some experience in typography, web design, book design, drawing, photography, advanced graphic design, or computer-assisted design a plus. *Having your own camera, computer, computer programs, and necessary equipment is a must.

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3. Marketing, Promotions, and Communications Assistant (Thailand-based)
Assist with the tactical execution of the Thai Village marketing plan: conduct research, evaluate product demand, establish pricing strategies, identify a target audience, and determine the best way to reach that audience. Participate in package design, develop advertising campaigns, and help choose media outlets to promote TVI's products. Help build brand awareness through e-mail campaigns, direct mail, social media, newsletters, contests, and product placement. Assist in maintenance and organization of contact lists. If the volunteer is also interested in graphic design, photography, and layout this would pair well with the marketing aspects because the volunteer would essentially be creating their own materials and then helping with the tactical implementation.

Requirements: *A desire to grow the Thai Village brand through growing its existing markets and expanding to new markets. *Knowledge of current marketing trends, multimedia platforms, and computer skills is essential. *Strong communication, sales, and presentation skills.

4. Website Developer (Thailand or USA-based)
Main task will be to research, recommend, and create an entirely new Thai Village website under the direction of the Thai Village Marketing Director. Assist in determining the website’s content and implement the features, tools, links and other aspects that make the site effective for its audience.

Requirements: *Familiarity with major web platforms, various programming languages, programming, web security, database management, and web design. *Some previous experience in web design and development. *An understanding of affiliate links, AdWords, SEO, and keywords a plus.

5. English Teacher (Thailand-based)
Teach basic conversational English to staff and artisans a few times a week. We suggest this be informal, fun, and engaging. It’s a great way to get to know our staff, build relationships, and engage in language exchange. This is often simply an exercise in empowering them to gain confidence in interacting with native English speakers. Initial guidance will be provided by English-speaking Thai Village staff but the volunteer will be independently responsible for the English classes after the initial guidance period is over.

Requirements: *A desire to connect personally with local people. *English fluency, patience, an ability to prepare and organize lessons, and an attention to detail. *Some previous experience in teaching or a TEFL certificate is a plus but not required. *An ability to lead and conduct a 45 minute English class independently.

6. Fundraising Lead (Thailand or USA-based)
Work with the executive team to help develop and implement fundraising ideas and events for the year. Approach individuals, schools, universities, local authorities, churches, shops and commercial organizations for sponsorship and donations. Organize and help with traditional fundraising activities such as sponsored or promotional events, raffles, house-to-house and street collections.

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**Requirements:** *A capacity to operate with consistent enthusiasm and passion for the Thai Village causes: needs of people in developing countries, the impact and necessity of vocational skills training, and Christian outreach. *Sales and negotiation abilities, communication skills, IT skills, good organization, administrative skills, resourcefulness, creative thinking, effective problem solving skills.

**PART III**

**Additional Details**

*We will provide:*  
- Airport pick-up and drop-off (in Chiang Mai)  
- Suggestions for where to stay and how to get around in Chiang Mai  
- Culture, language, and location orientation  
- Job and NPO orientation  
- A support system to answer and assist with all of your questions

*You will be responsible for:*  
- Relocation and living expenses (salary, airfare, visas, housing)*  
- Daily expenses (eg food, transportation, entertainment)  
- Passport and International travel insurance - it is recommended to have additional health and travel insurance that is effective during your period of stay in Thailand  
- Any and all additional vacation travel or personal expenses  

**NOTE:** *stipends for these expenses are available for volunteers committing to 1 year or more of service. If you are applying for a long-term position with a stipend, please note this in your application.*

*We require:*  
- People open to learning about, and living within, other cultures and those that can live politely, humbly, and with consideration in an international group situation.  
- People who do not come with any preconceptions or judgments but rather, use the experience to learn about another culture, and more about themselves.  
- People who are able to follow our rules – it makes our work easier, and your time here more fun, more safe, and more productive.  
- An understanding of, and commitment to, the education, training, and empowerment of marginalized populations.  
- Desire to learn about development, social work, education, fair-trade, business, Christian outreach, non-profit management, international affairs, ethnic culture, economics, and related fields.  
- Demonstrated ability to multitask with minimal supervision and some experience in working in a multi-cultural setting / environment.  
- Demonstrated excellence in oral and written communication skills in English and/or Thai.  
- Previous international travel, especially in the developing world preferred.

[www.thaivillage.org](http://www.thaivillage.org)
- A willingness to work some irregular hours and to travel to villages and artisan’s homes as invited.
- Healthy, capable, pro-active, and self-sufficient individuals. We are happy to help with orientation, translation, and local suggestions, but we are not babysitters and therefore require adults that are able to handle themselves in a professional and independent manner.
- People who are relaxed, with a good sense of humor.
- People who can handle hot weather, and very wet and humid weather.

**NOTE** In many ways this is an experience of a lifetime, with opportunity to see new things, engage in exciting and impactful work, and travel regionally. However, we do require people who understand that this is a job, not a holiday.

**PART IV**
What you need to know about traveling to Thailand:

Please read the “Thai Village Volunteer pre-departure doc” document for detailed information on the following topics:
- Passport
- Visas
- Immunizations
- Living costs
- Food
- Housing
- Dress
- Language
- Culture
- Transportation

**PART V**
To Apply:

• Interested candidates may submit an application at any time indicating interests and availability. Please submit a cover letter, application form, resume (with at least one reference), recent photo, and signed waiver/volunteer agreement form by email to info@thaivillage.org

• The cover letter should state exact dates of availability and the main focus/interests. Applicants should also specify which Thai Village positions they are mostly interested in and why. More than one position may be selected.

• Please note, the Thai Village volunteer program is for at least 2 months but a 1 year commitment is preferred. Stipends are only available for those applying for positions with a commitment of 1 year or more.

www.thaivillage.org
• If you have read the above information thoroughly and are interested in this opportunity, we are excited to take the next steps to get to know you better! Please submit your documents and we will be in touch with you shortly.

*NOTE* Thai Village differentiates between interns and volunteers in that interns are required to be university students and need to present supporting documents from their University. The application and projects to be supported are very similar for interns and volunteers. If you are a student and are interested in an internship with Thai Village, please note that in your application and more details about the internship program will be sent once the application is received.