

IATSS Forum Alumni Activity Proposal

Title	Exposure of youth capability and skill from their inside to hunt Job by understanding work nature and ethical workshop in Pyay and Pathein city						
Origin	Alumni of IATSS Myanmar (AIM)						
Beneficiaries	Primary beneficiaries: Youth in Pyay Region and Pathein Region. Secondary beneficiaries: Companies and SMEs who is operating in the area of Pathein (Ayarwaddy Division) and/ or Pyay (Bago Division)						
Partners	<p>For Pyay City, Bago Division (Pyay Youth Center and Government Communication Office) and For Pathein City, Ayarwaddy Division (Civic and Justice Development Youth Center and Clean Pathein)</p> <p>*** Collaborate with respected region’s organization, Alumni of IATSS Myanmar and its project team. Also, some supported company/ organization of AIM who is working***.</p>						
Duration	Targeted City	Accept Application	Phone Interview	Announce selected Participants	Workshop within		
	Pyay	20 th April 2020 – 4 th May 2020	4 th May 2020 – 13 th May 2020	13 th May 2020 – 20 th May 2020	21 st May 2020 – 25 th May 2020		
	Pathein	4 th May 2020 – 13 th May 2020	13 th May 2020 – 20 th May 2020	21 st May 2020 – 27 th May 2020	4 th June 2020 – 8 th June 2020		
	The workshop will be 3 Days but preparation time is one month ahead before the workshop start.						
Budget	No.	Description	Est. Cost USD	Qty	Unit	Total USD	Remark
	1	Transportation of IF Alumni	15	6	Head	90	
	2	Venue Rental Charges	40	3	Day	120	
	3	Lunch and Tea Break	5	90	Head	450	30 Person x 3 Days
	4	Handout and Stationary	70	1	Time	70	
	5	Accommodation of IF Alumni	30	6	Room	180	3 Rooms x 3 Days
	6	Inbound Logistics cost	20	3	Day	60	
	7	Trainer Charges	50	3	Head	150	50 USD for 3day
	8	Miscellaneous	30	1	Time	30	
	9	Communication Fees	50	1	Time	50	
	Total					1200	USD (Estimate)
	For Pyay City Estimate Cost USD					1200	
	For Pathein City Estimate Cost USD					1200	
	Total USD for Two workshop					2400	
Theme	<p>“To utilize the capacity of local young and talent people who have no skill to hunt job properly that is a huge gap within in developing country especially in Myanmar. This project aligns with SDG goals “Decent work and Economic growth” which empower the youth capacity within around in Myanmar.”</p>						

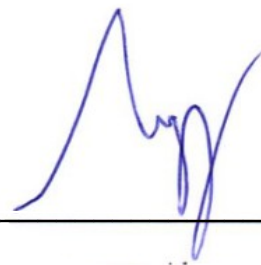
Priority Issue	In Myanmar, bachelor degree holders are less than 10% out total population. Out of it, less than 6% get a job in international company. It is because of lack of understanding the value on and ethical of job, creating CV and cover letter and how to deal within in interview and also along in the work place. Local SMEs and international companies are looking for qualified candidate to select and working together especially to local youth who received similar CV and difficult to deal within the work place. In reality, youth (who freshly graduated and undergraduate) are still need to understand the work nature, ethical and value on the job whether it is paid or volunteering. In addition, youth still require creating CV instead of ready-made format in online and offline and also Cover letter by themselves and deep down understanding of work nature.
Goal	“Our goal is to reduce unemployment rate in Myanmar especially we target to youth who freshly graduated and still undergraduate. After the workshop at least 35% of participants to get a job within 3 months and another 48% of participants to get a job within 6 months from our mentoring and connection. In addition, project team members supposed to be happen peer to peer sharing from selected participants beyond the workshop. In addition, the local SMEs or company can get more proper employee who value and know the ethical of working nature.”
Objective(s)	<ul style="list-style-type: none"> • To deep down understanding of nature of work and how they should act and behave in the work place with mutual respect and understanding. • To fulfill the gap of youth skill and energy in the area of local SMEs and companies requirement instead of intern. • Increase the value on their job (paid job or volunteer tasks) • More understanding work ethical and its nature. • Exposure and drill out the youth capability and skill by themselves from this workshop.
Location	For Pyay city, it is located 260km away from Yangon and drive almost 6 hours by car which is an ancient city of Myanmar, earlier than Bagan. This city occupied many UNESCO sites. For Pathein city, it is located 190km away from Yangon and drive 4 hours by car which known as rice bowl of Myanmar.
Activities	Announcing the workshop one month before the event day and accept interested participants within two week. After two week acceptance, close the application and start phone call interview session will start and cooperate with local organizations to select the most suitable youths. Finalizing, we will announce selected participants through from social media and or phone call. First Day: Departure to Pathein City / Pyay City to discuss about Life Skill Training. Second Day: Discuss about What CV, Cover letter is and how to attract interview than other applicant. Mock up interview from local business owners and Volunteer from IF alumni. Third Day: Site visit to two companies or organizations to understand about the job and summarize all what we did learn through these three days’ workshop.

Day	Time		Min	Agenda	Task	Delegation
	From	To				
Day 1	8:00	9:00	1:00	Set up and registration	Backdrop, banners and usher to participants and special guest	AIM Alumni and collaborated organization
	9:00	9:45	0:45	Objective and Purpose	What is IATSS? What are the project objectives? what are the participants expectation?	AIM Alumni
	9:45	10:15	0:30	What is Value?	Group work and Discussion	Tun Aung Kyaw
	10:15	10:30	0:15	Tea Break	Set up the Tea Break	AIM Alumni
	10:30	12:00	1:30	What is Goal?	Group work and Discussion	Tun Aung Kyaw
	12:00	13:00	1:00	Lunch	Set up the Lunch Break	AIM Alumni
	13:00	15:00	2:00	What is decision?	Group work and Discussion	Tun Aung Kyaw
	15:00	15:15	0:15	Tea Break	Set up the Tea Break	AIM Alumni
	15:15	16:45	1:30	What is problem and how to solve?	Group work and Discussion	Tun Aung Kyaw
	16:45	17:00	0:15	Summary of the day	Summarize what did they learn for today	Tun Aung Kyaw
Day 2	8:30	9:00	0:30	Registration	Welcome to all	AIM Alumni and collaborated organization
	9:00	9:30	0:30	Recall Day1	Asking question	AIM Alumni
	9:30	10:15	0:45	What is CV and how to create by own?	Group work and Discussion	AIM Alumni
	10:15	10:30	0:15	Tea Break	Set up the Tea Break	AIM Alumni
	10:30	12:00	1:30	What is Cover Letter? How to create and why it is important?	Group work and Discussion	AIM Alumni
	12:00	13:00	1:00	Lunch	Set up the Lunch Break	AIM Alumni
	13:00	14:45	1:45	What is Inteview and how to handle your conversation in?	Group work and Discussion and prepare CV, Cover Letter to ready for Mock up interview	Tun Aung Kyaw
	14:45	15:00	0:15	Tea Break	Set up the Tea Break	AIM Alumni
	15:00	16:45	1:45	Mock up intview	Divided group with AIM Alumni and few local business owner to participate	AIM Alumni and local business owners
	16:45	17:00	0:15	Summary of the day	Summarize what did they learn for today	AIM Alumni
Day 3	8:00	8:30	0:30	Recall Day1	Asking question	AIM Alumni
	8:30	9:00	0:30	Explain for today local business visit	Explain what we are going to visit local business firms	AIM Alumni
	9:00	12:00	3:00	Visit to Local Business firm	Going to two local business firm to understand the participants to understand the nature of work by asking questions in that local firm.	AIM Alumni, collaborated organization and local business firm
	12:00	13:00	1:00	Lunch	Set up the Lunch Break	AIM Alumni
	13:00	14:30	1:30	Group presentation	Group learning through Day 1 and 2 and explain what did they get through from Day 3 morning session	AIM Alumni and collaborated organization
	14:30	15:00	0:30	Tea Break	Set up the Tea Break	AIM Alumni
	15:00	16:00	1:00	Feedback	Listen feedback from Participants and how will they walking through?	AIM Alumni
	16:00	16:45	0:45	Summary of the day and Closing ceremony with networking	Summarize all the day and networking	AIM Alumni, collaborated organization and local business firm
		16:45	17:00	0:15	Clean up	Make sure all the things to pack and ready to departure
Action Needed	<p>Before the Project Implementation</p> <ul style="list-style-type: none"> • Advocate, request and confirm with local organization and local business firms • Networking and announcing the workshop to receive more applicants 					

	<ul style="list-style-type: none"> • Check and confirm the event date, time, food, logistics and venue to hold for the workshop in each city. • Request and confirm by mail or need to go the city before it start if needed. • Make sure ready invite volunteer trainers, Alumni Trainers and local business firms. • Discuss and collaborate with AIM Association, also need to clear detail content and target of this workshop. • Prepare for uncertainty risk if workshop design or content need to change. <p>While the Project Implementing</p> <ul style="list-style-type: none"> • Make sure ready Trainers and AIM members who are going to participate and volunteering. • Coordinate with AIM Association, collaborated organization for this workshop, Local business firms, Local authorities and local youth. • Collect data, photo and daily note to prepare report. • Prepare and ready for alternative content if need to change. • Arrange to support participants from AIM project team. <p>After Project Implementation</p> <ul style="list-style-type: none"> • Connect vacant position for active and qualified participants which they interested in. • Mentor and guide the participants from AIM Project participants in each workshop for certain amount of time. • Connecting with collaborated-local-organization to get information of participants and giving a place to share their knowledge to other youth through from local organization and or within their network. • Financial clearance for each workshop taken place. • Collect all information and data to prepare report.
M & E Plan	<p>To measure the workshop how it is effective by measuring following questions through:</p> <ol style="list-style-type: none"> 1. How many of participants get hiring job or volunteering within 1 month, 3 months, 6months, 9months and 12months? 2. How many and how much of local SMEs or company fulfill their vacant job requirement by hiring from this workshop participants if they are fit with? 3. How many of youth within his/her network get hiring job due to him/her peer to peer sharing? (This information from organization which we collaborated)
Project Team	Alumni of IATSS Myanmar (AIM) project team members and AIM group member.

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Signature:



President,
IATSS Forum Myanmar Alumni Association
Yangon, Myanmar