

Volunteers and Visitors

Please send spreadsheet of visitors and volunteers in Cambodia as attachment

Department Summary

Please summarize your department's work this month

- *Worked closely with education staff to coordinate Kongfuture Phase 2*
- *Assisted Sharon to help community nurse*
- *Assisted Klaas in his volunteer project*
- *Arranged one 12-H advocacy walk, and three 9-H Advocacy Walks*
- *Assisted Gemma and Timothy in their volunteer project*
- *Conducted two workshops, one of which was a very brief introduction for Advocacy Walk staff*
- *Translated and submitted volunteer/visitors policy in Khmer*

Sign-off by Department Head



Advocacy Walks

Reporting:

Staff in charge of report: _____

Highlights

1. Arranged 12-H Advocacy Walk for Klaas
2. Arranged Child Safe Introduction Trip for Chestnut Secondary School
3. Arranged 9-H introduction trip for Gemma and Timothy
4. Arranged 9-H introduction trip for Leslie M.

Challenges

1. One of our advocacy walk staff made a small mistake by using the schedule for Child Safe Introduction Trip for the 9-H introduction trip, meaning a few volunteers missed some of the activities.
2. Advocacy Walk staff still have problems being punctual

Evaluations

None Due

Yes, attached as _____ (file name)

Next Month

Please briefly describe activities planned for next month

Walks This Month

Please attach Advocacy Walk feedback forms

Activity	Date	Participants	Guides
<i>12-H Advocacy Walk</i>	<i>15/11/2012</i>	<i>- Klaas G.</i>	<i>- Mr. Chin Chea</i>
<i>9-H Advocacy Walk</i>	<i>22/11/2012</i>	<i>- Leslie M. (volunteer from project abroad, introduced by Susan)</i>	<i>- Meth Savda</i>
<i>9-H Advocacy Walk</i>	<i>27/11/2012</i>	<i>- Chesnut Drive Secondary School (31 students + 8 teachers)</i>	<i>- Key Staff</i>
<i>9-H Advocacy Walk</i>	<i>30/11/2012</i>	<i>- Gemma and Timothy</i>	<i>- Mr. Sok Sambo</i>

Mural Paintings

Reporting:

Staff in charge of report: _____

Highlights

1. No

2.

3.

Challenges

1. No

2.

3.

Evaluations

None Due

Yes, attached as _____ (file name)

Next Month

Please briefly describe activities planned for next month

Murals This Month

Please attach a photograph of each mural

Murals	Date	Participants	Children

Visitors and Volunteers

Reporting:

Staff in charge of report: _____

Highlights

1. Worked closely with education staff to coordinate Kongfuture Project Phase 2
2. Assisted Sharon Low to help new nurse monitoring the health department
3. Assisted Klaas in conducting survey on single parents

Challenges

- 1.
- 2.
- 3.

Evaluations

- None Due
 Yes, attached as _____ (file name)

Next Month

Please briefly describe activities planned for next month

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Activities This Month

Name	Arrival Date	Departure Date	Activity	Notes
Ben and Mike	5/11/12	23/11/12	- Football Training - Kungfu Training	
Sharon	8/11/12	8/11/12	- Assisted the nurse in designing the baby belly form - Assisted the nurse in designing the clinic form	
Klaas	15/11/12	06/01/12	- Survey on Single Parents - (more updates to follow in the December report)	

Please attach Visitor and Volunteers spreadsheet

Others

Reporting:

Staff in charge of report: _____

Highlights

1. Assisted Susan in interviews with staff, clients and school principals in her program evaluation project

2. Conducted workshop on Advocacy Walk for key staff
3. Met with Mr. Sophak, coordinator from Global Service Corps, discussing volunteer possibilities at Riverkids
4. Coordinate University Fund Raise by Sara (volunteer) at Blum house
5. Translated visitors/volunteers policy

Challenges

- 1.
- 2.
- 3.

Evaluations

- None Due
 Yes, attached as _____ (file name)

Activities This Month

Activity	Date	Purpose	Whom
<i>Meeting Liza at Women Health Clinic</i>	<i>1/11/12</i>	<i>Discussing possibility of being a partner in assisting our women to access health care for free of charge</i>	<i>Liza</i>
<i>Meeting Susan</i>	<i>6/11/12</i>	<i>Discussing her interview schedule</i>	<i>Susan</i>
<i>Interpret for Susan</i>	<i>7/11/12</i>	<i>Program Evaluation Project</i>	<i>Susan</i>
<i>Buying and Printing T-shirt for coaches and Ben</i>	<i>7/11/12</i>	<i>Kongfuture Project Phase 2</i>	<i>--</i>
<i>Went to New World Office</i>	<i>7/11/12</i>	<i>Accompanied finance assistant to the office</i>	<i>Rachna</i>
<i>Meeting with Ben</i>	<i>13/11/12</i>	<i>Updating project progress</i>	<i>Ben</i>
<i>Interpreting for Susan</i>	<i>16/11/12</i>	<i>Program Evaluation Project</i>	<i>Susan</i>
<i>Meeting with Sophak</i>	<i>19/11/12</i>	<i>Discussing possibilities of supplying volunteers to Riverkids</i>	<i>Sophak</i>
<i>Meeting Hanne</i>	<i>19/11/12</i>	<i>Discussing Volunteer Schedule</i>	<i>Hanne</i>
<i>Coordinating fun raise video</i>	<i>20/11/12</i>	<i>Preparing video raising fun for university students</i>	<i>Sara and Bernie</i>
<i>Submitting visitors/volunteers policy in Khmer</i>	<i>23/11/12</i>	<i>For review</i>	<i>Florence</i>