



# **ROSPERSONAL**

*International student and youth cultural exchange  
World class job placement  
Training & education programs*



# Who *We* Are

ROSPERSONAL with its subdivisions is a professional services organization dedicated to promoting a wide range of outbound programs as work and travel, internship, professional training, language, au pair, work permit schemes and highly skilled migrant programs for students, youth and young adults from all over Russia and the CIS countries. Since 2003 ROSPERSONAL begun realizing the inbound project Volunteer in Russia.

TODAY it is one of the largest Russian recruiting agencies with offices in 47 cities of Russia and the CIS. We take great pride in the professionalism and hard working abilities of our 61 qualified experts who have good command of foreign languages and experience of working abroad. It allows us to follow a Full Cycle Service (FCS) policy to ensure our programs provide a rewarding experience for all participants and supply employers with qualified international staff for nearly every type of position.

WEB portal [www.rospersonal.ru](http://www.rospersonal.ru) has been running its hi-tech engines to fill up an applicants' database incredibly quickly.

WE as a staff provider have developed a reputation for the provision of high quality of service for both our participants and our partners.

WE carefully pre-screen, interview and select program applicants face-to-face prior to hiring them.

WE provide applicants with language courses, professional and psychological trainings prior to hiring them.

WE provide participants with full documentary processing from application pre-screening to purchasing air tickets.

WE meet them at the points of destination, and direct them to orientation sites, hostels and work places.

WE offer our participants 24-hour emergency assistance.

**Head office: 43 Lesnaya str. office 426, Moscow 127055, Russia.**

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# What *We* Can *Do* For *You*

## EMPLOYERS

- Qualified international staff for nearly every type of position
- Precise and fast follow-up of your requests, policy and instructions
- 7 years of experience in recruiting international staff
- Daily updated website database of applications
- Possibility to interview applicants face-to-face prior to hiring them
- Experienced staff of ROSPERSONAL in 47 Russian cities
- Meetings with applicants in the largest higher educational institutions of Russia every year
- Free recruitment marketing in Russia for your company

## REPRESENTATIVES

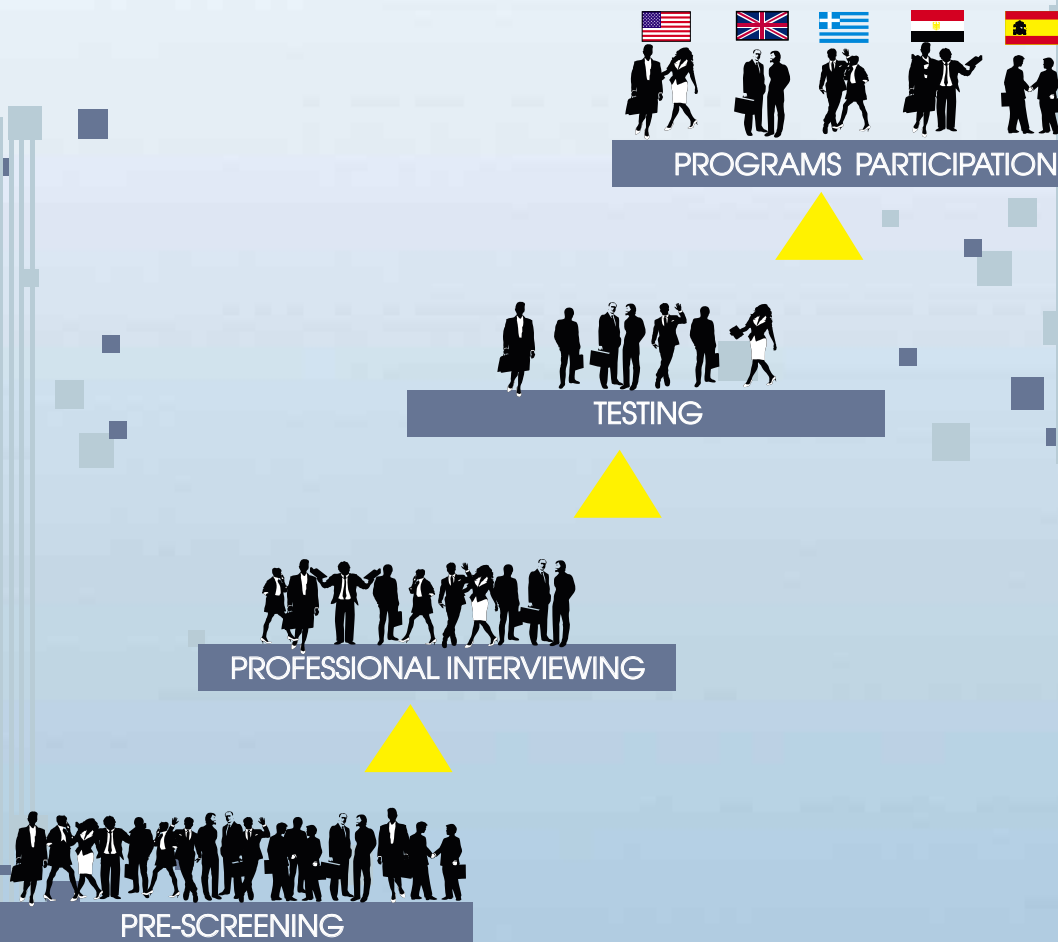
- Good reputation in embassies and low % of refusal in visas
- Reliable full-proofed Job Offers (invitations to work)
- Unique programs and the best prices for programs in Russia
- Annual encouragement of the best regional representatives
- Good commission right after registration of the participant
- System of bonuses in addition to commission
- Advertising support (polygraphy, presentations of programs in your city)
- Separate page on a web portal - [www.rospersonal.ru](http://www.rospersonal.ru)
- Our experience and knowledge, precise instructions and consultations
- Training: annual free-of-charge 3-day-training for representative staff
- Quality of services and attention to clients

## PARTICIPANTS

- Work and Travel USA and Alaska
- Work and Travel Greece
- Work and Travel Spain
- Camp USA and Au Pair
- Live-in Caregiver in Canada
- Training programs in USA
- Internship programs in Canada and Australia.
- Highly skilled migrant programs in UK, Canada, USA and Australia
- Training and Work Experience in hospitality sector of Egypt and Turkey
- Work in service staff of international sea cruise lines
- Language study in United Kingdom, USA, New Zealand and Australia
- Inbound program Volunteer in Russia
- And other unique programs and acceptable prices
- Full Cycle Service (FCS) for a rewarding experience for all our participants
- Our participants 24-hour emergency assistance

# Why *We* Are *Successful*

WE EQUATE our success to your success. We are here to assure that your recruitment process runs smoothly and efficiently. Upon your request we can provide you with a service of a highly trained professional team consisting of experienced Programs Operators and a number of consultants/researchers. Additional staff is always on hand to reinforce this team in case your recruitment project is large and/or urgent.



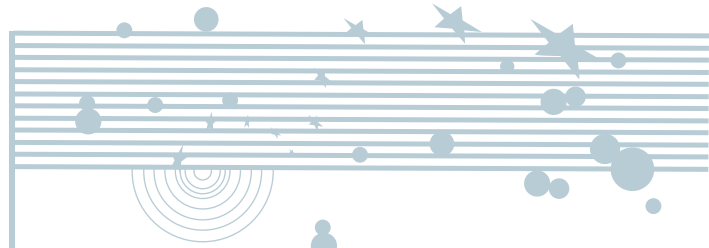
SELECTION. We effect careful selection at the first stage of the recruitment process, personally interviewing each applicant. If they pass the psychological test, and we are sure that they really have those intentions which they declare, we chose together with them the most suitable program, in accordance with their age, educational, professional and personal background.

# Meeting *the most* diverse *needs*



"Yes, my dream came true with all my efforts and ROSPERSONAL team works I am a steward on an international cruising liner!!!"

**Maxim Ryzhkov,  
Carnival Cruise Line**



"...I love to make new friends, and actually I've never had such a great opportunity and friendly atmosphere like here in a luxury skyscraper hotel in Hurgada, where you have sent me to work as an animator!!! Thank you, ROSPERSONAL!"

**Zhanna Kotova  
Hurgada, Egypt**



"Work and Travel - forever! I didn't believe myself, when we landed in JFK airport in New York! I am a J1 student!.. Say hello to all team at ROSPERSONAL!"

**Olga Volkova  
Wyoming, City Moran, USA**



"I am from family of Volga Germans, and a German myself, and I've dreamed and stay with native speakers in Germany. When I caught the information about Au Pair program on rospersonal.ru I felt so happy! Viva Internet and viva ROSPERSONAL!"

**Olga Damshaeva  
Allgeau, Germany**



"ROSPERSONAL encouraged me to go on learning language and to able to share ideas with people from different countries and backgrounds. Great experience!"

**Sumbat Barsegov  
London, UK**



# Meeting *the most* diverse *needs*



"...ROSPERSONAL was able to provide us with talented and suitable candidates to work in Greek hotels, tavernas and restaurants. It's been a hard job to meet our extremely short timelines to prepare Russian young adults to do the proper work in such exotic society... I recommend ROSPERSONAL as a reliable source of good professional stuff..."  
**Yanis Buktehidis**  
Director  
Delta, Athens, Greece

"We thank ROSPERSONAL team for 3,5 years great cooperation, and we consider you the most active and responsible partner in Russia."

**Alan Bruno**  
Director  
Total Service Team Ltd,  
London, UK



"...The London Skills Institute has been receiving students and even teachers for over 2 years, establishing a great partnership. We hope Russian students have opened new horizons here, in London, with the ROSPERSONAL assistance..."

**Guilherme Vieira**  
Deputy Registrar  
The London Skills Institute,  
London, UK



Frankly speaking, we are well acquainted with youth cross-culture movement, but we've never seen such careful and responsible service, which our students have been meeting under ROSPERSONAL flag in foreign countries..."

**Ivan Vasilyevich Lvov**  
Dean of Economical Faculty  
Chuvash State University, Cheboksary, Russia



"We appreciate the opportunity to work with ROSPERSONAL in the summer of 2006. Your professionalism was demonstrated in your students' experience in the USA. We look forward to future cooperation between our organizations."

**Kathleen Gault, President**  
**Naomi Arce, Program Coordinator**  
**Alison Price, Program Manager**  
Spirit Cultural Exchange, Chicago, USA

# Full *cycle* service **POLICY**

FULL CYCLE SERVICE (FSC) POLICY is the innovational solution in providing services to participants. FSC is a full spectrum of works with our participants and their documents, from pre-screening of their applications and processing all the necessary visa documents to meeting them at destinations points and transferring them to the places of orientation, accommodation and their future work.



When applicants become participants, they experience a really friendly attitude. We inform them about all stages of their participation, their responsibility before the employer, about the labour and immigration legislation of the country they go to. They learn about the unfamiliar customs, traditions and climate they will be required to adapt to. We help them in collecting of all the necessary documents, we meet with their work or academic administration and we solve conflicts in their places of work or study, we accompany them to embassies,

we organize pre-departure orientations, we provide them with air tickets, we fly together with them or we meet them at foreign airports, we inform them on their routes to their future employers. And finally, we always keep for our participants 24-hour emergency assistance running.



# ROSPERSONAL **history**

ROSPERSONAL is a child of 2000 Millennium, in the year when a New Century begun running it was just a dream of a few friends, united by creating affordable cultural exchange opportunities.

In 2000 a few future ROSPERSONAL leaders met in Moscow to create the agency of an essentially new formation which work would be based on personal experience of leaders in working abroad. All of us have committed ourselves to working in different countries under different work permit schemes and cultural exchange programs.

In 2001 ROSPERSONAL was registered as a limited liability company with branches in different Russian cities, and the first ROSPERSONAL license for employment of Russian citizens abroad was issued. As a staff provider for more than 20 EU companies, ROSPERSONAL has developed a reputation for the high quality of service for both our participants and our partners. This great reputation comes from our past participants, with their great attitude, work ethic and abilities.

In 2002 web portal [www.rospersonal.ru](http://www.rospersonal.ru) begun running its hi-tech engines which have allowed employers and applicants to search for each other, filling up a database incredibly quickly. Soon this web portal became a source of constantly updated information on all questions of labour and immigration legislation together with a magnificent tape of the world news translated into Russian.

In 2003 ROSPERSONAL with support of personnel agencies, lawyers, educational establishments and migratory services of Great Britain and Spain has organized a seminar in London titled "Labour migration. Statistics. Legislation. Prospects." Since then ROSERSONAL has started its successful all-Russia promotion of the educational and labour programs such as: Language Courses in British and Spanish colleges, SBSTWS - seasonal work in the hotel and food processing industry for unskilled young adults, SAWS - seasonal work for youth on farms, TWES - training in hotels, HSMP - the highly skilled migrant program, and etc. In the same year ROSERSONAL begun realizing an inbound program Volunteer in Russia to give invaluable help to Russian children in summer camps, orphanages, youth organizations and rehabilitation centers in 45 cities of Russia, in the country's central or northern parts, in the Far East or on the coasts of the south.

In 2004 Seminar in Verona "Work and Education in Italy" was organized and devoted to students programs and programs of the international students' exchange, with number of meetings with representatives of educational establishments, organizations of vocational training, language, musical and art schools.

In the same year ROSPERSONAL teamed up with travel agency Travel Centre, information agency INFO-DIGEST and a Translation Centre to make Full Cycle Service Policy available to all our participants.

In 2005 ROSPERSONAL has leaded two Cross-Culture Interexchange Weeks, in Nicosia, Cyprus, and in Chicago, USA. Those events gave an opportunity to avoid the intermediaries in promoting Work Permits Schemes of Cyprus, Work and Travel USA, Camp USA, and to make the cost of the programs more accessible to youth.

In 2006 ROSPERSONAL has been creating new programs for Russian participants within Greek and Spanish hospitality sector which has always had a huge demand for seasonal staff during summer holidays of Russian students.

In 2007 ROSPERSONAL begun realizing the programs of Internship and Live-in Caregiver in Canada and language course and educational program in New Zealand. In the same year ROSPERSONAL has open a few offices for consulting services of foreign citizens in Russia in Cheboksary, Ulyanovsk, and Moscow. In the same year ROSPERSONAL have begun running new web projects: [www.transtale-centre.ru](http://www.transtale-centre.ru), [www.work-n-travel.ru](http://www.work-n-travel.ru), [www.volunteer-in-russia.com](http://www.volunteer-in-russia.com). We are still open for cooperation, for researching and implementation of new opportunities for youth to open the world in a fun, safe and useful way.



# Volunteer projects in Russia

If you've decided to become a volunteer and you are ready to take part in any of our programs in Russia within the bounds of the project **Volunteer in Russia**, you've become the member of the international volunteerism among other one hundred million travelers - missionaries of good will like you, and we say to you

## Welcome to Russia

Together with you we'll be able to give invaluable help to Russian children in summer camps, orphanages, youth organizations and rehabilitation centers in 45 cities of Russia, in the country's central or northern parts, in the Far East or on the coasts of the south.



You'll get to know closely Russian people that are kind and hospitable. And you'll open for yourself the Russia you don't know, which is very beautiful

and rich in its traditions, history and culture.

Every day you'll see true love and gratitude to you for your help in children's eyes and you'll be able to feel how you are changing this world for the better and how you are changing for the better with it yourself.

### **Design your own volunteer project**

Just follow all the seven steps below and you can design your own project of work and travel in Russia from 4 weeks to 2 years.

# Step 1

## Learn what it means to be a volunteer

### You can be considered a volunteer if you:

- do not expect to get profit for your help.
- can do without government support, i.e. pay all the costs yourself for the organization of the work you are doing free of charge.
- are ready to help with your personal convictions, sincerely and with love.

### You can become a volunteer if you:

- are 18+ at the departure.
- are physically and mentally healthy and can prove it by certificate of health translated into Russian and certified notarially and by apostil.
- can understand and speak Russian well enough to work where you've chosen (it's not necessarily for staff members).
- have communication skills for working with children (for counselors and mentors) and can prove it by references from your work or by pictures with your younger brothers or sisters.

### If you are with us, you are not alone:

- Today more than one hundred million people are members of the volunteerism.
- 19% of adults in France participated at least once in their lives in volunteer actions.
- Every third German that is 34 % of the population of Germany is a volunteer devoting more than 15 hours per month to work in the volunteer associations, projects and groups of mutual aid.
- 26% of Japanese have the volunteer experience in the past and they are sure that volunteer work is very useful for their personal growth and for the society on the whole.
- About 33% of the population in Ireland are volunteers. The time spent on volunteer work amounts to 96,454 working hours per year. 72 % of the population think that volunteers do something that can never be done by the hands of paid employees.



## Step 2

# Decide which cities are in the top of your list



### **Moscow, the capital of Russia**

Moscow is the capital of Russia. It's one of the biggest megapolis of the world and the biggest city of Europe. The population according to the latest census is about 10 million people. In fact in Moscow live about 15 million people.



### **Ulyanovsk, Central Russia**

Ulyanovsk with its population of 623.000 has established itself as the "green" capital of Russia's Volga region. There are parks galore in this city. The ancient streets are compelling, as are the people and the sweet aroma of spring flowers. There is a sense of intelligence and high culture in this city, which seems to be passed down between generations.



### **Cheboksary, Central, Russia**

Cheboksary is the capital of Chuvashia with the population of about 500 thousand people. The city of Cheboksary is thought to be one of the most inhabitable and culturally rich cities in Russia. In Cheboksary and Samara, natural beauty not only blesses the city, but also its people. The unique wisdom of centuries gone by coexists alongside the glamour of European refinement, the mesmerizing charm of intricate cloths, and the melodic sounds of the Chuvash melodies.



### **Rostov-na-Donu, Southern Russia**

Rostov-na-Donu is a port of five seas, a big industrial, scientific and cultural southern center of the country, important road junction with the population of more than 1 million people. It's a typical southern city with numerous squares and parks, beaches and primeval country nature, with sunlit avenues and sea-front lights in the southern nights full of fragrances and mysteries.



### **Anapa, the Black Sea coast**

The city of Anapa with the population of 53.000 people is conveniently situated on the coast of the Black Sea where the Great Caucasus Mountain range begins, where people have been enjoying the combination of sun and sea, steppe, mountain, maritime climate and the purest healing air for thousands of years.



### **Samara, Central Russia**

Samara with its population of 1.133.000 people, with its high living standards, modern entertainment structure, and relative social comfort, has long been thought of as the second Moscow. Here you will also find some of the most beautiful girls in Russia, brilliant sunshine, attractive nineteenth century homes, and contemporary skyscrapers housing up to date shopping centres.



### **Kazan, Central Russia**

The city of Kazan is symbolic of a thousand year connection that has joined the East to the West, not only demographically, but also spiritually. The city manages to successfully balance and intertwine its Muslim and Christian traditions, which coexist as a complement to one another. It's a population of 1.110.000 people.



### **Novorossiysk, The Black Sea**

Novorossiysk is the biggest trade port in the south of Russia with the population of 250.000 people. The treasure of this region is the most beautiful lake Abrau that is the biggest, cleanest and most beautiful lake in the North Caucasus. Every year Novorossiysk receives tens of thousands of tourists from northern regions of Russia and abroad. This is a real paradise for diving and surfing.



For more information visit [www.volunteer-in-russia.com](http://www.volunteer-in-russia.com) or call +7 8352 582 167

## Step 3

# Choose volunteer projects

### Work in orphanages

**FROM €1040**

In every Russian city there are several state orphanages for orphans from 4 to 18 years old. In fact these are boarding schools where children live, eat and study according to the general school program. You can work there as a mentor or a staff member. The buildings are situated within the city boundaries. Volunteers have to work 8 hours per day and five days per week. The program is open all the year round starting on Monday. The duration of the program is 4, 8, 12, 16 weeks. You can come for a smaller or larger period of time; in this case we'll make up the program and calculate the price especially for you.



### Work in a children's summer camp

**FROM €975**

Every summer thousands of children head off for camps across Russia. Each camp has its own philosophy, but all provide children with a place to relax while having fun in an outdoor setting. In many ways, these camps resemble those in the UK. Typically, a camp will have a large dining hall, crafts and sports buildings and dormitories and children usually come for periods of 28 days. Many camp activities take place in the beautiful Russian countryside, often by a lake or river, which provides a glorious setting for swimming and boating. Other activities may include land sports, arts and crafts, performing arts (dance, theatre) and teaching. There are 2 positions on the Programme: Camp Counsellor or Volunteer Staff

Member. As a counsellor you are a teacher, a leader and a friend to a group of children between 8 and 16 years old. You are responsible for the safety and well being of your group and for providing them with the time of their lives! As a volunteer staff member you help with a number of aspects of running the camp, including cleaning, washing and cooking and actually making the Camp functional. The schedule of the beginning of sessions is advertised by camps in the beginning of May. The duration of the program is 4, 8, 12, 16 weeks. You can come for a smaller or larger period of time; in this case we'll make up the program and calculate the price especially for you. The session usually lasts for 28 days and then comes another one. Camps are usually open from June, 1 to September, 24.

### Work in a youth center

**FROM €1040**

There are youth centers in all Russian cities. They can be called in different ways: from youth center to youth labour registry office, but all of them are municipal establishments of social services for teenagers and young people providing them with vocational job placements and extracurricular activities.

The program is open all the year round starting on Monday. The duration of the program is 4, 8, 12, 16 weeks. You can come for a smaller or larger period of time; in this case we'll make up the program and calculate the price especially for you.



### Work in a rehabilitation center

**FROM €1040**

In every Russian city there are several state Rehabilitation Centers for socially unprotected children and physically disabled children from 4 to 18 years old. These are boarding schools where children live, eat, have therapy and study according to the general school program during 2-6 months. You can work there as a mentor or a staff member. The buildings are situated within the city boundaries. Volunteers have to work 8 hours a day and five days a week. The program for working with physically disabled children is open all the year round starting on every Monday.

Work with socially unprotected children can start on every Monday in summer time from May till August. The duration of the program is 4, 8, 12, 16 weeks. You can come for a smaller or larger period of time; in this case we'll make up the program and calculate the price especially for you.

**For more information visit [www.volunteer-in-russia.com](http://www.volunteer-in-russia.com) or call +7 8352 582 167**

## Step 4

# Decide what would you like to do



Besides working in volunteer projects you certainly can just travel and these travels can become a part of your "Russian project".

In volunteer projects we offer you two positions: counselor/mentor or staff member. As a counsellor you are a teacher, a leader and a friend to a group of children from 4 to 16 years old. In the summer camp you are responsible for the safety and a good way of spending time of your group. During academic year from September till May you can teach a language in the day-time in universities and schools. As a staff member you'll clean, wash, cook and serve and actually help to make the camp/orphanage, etc. functional.

### If you are a counselor/mentor, you:

- teach children English, German, Spanish or French every working day
- accompany children to treatment
- walk with children (baby carriage is used for small children)
- play with children in a special play room
- learn songs, dances, jokes
- help to prepare for different holidays and festivals
- participate and organize classes in hobby groups
- organize sport activities (football, badminton)
- tell children about your country



### If you are a staff member, you:

- help with the work in the kitchen or dining room
- help to clean in the building and in the territory
- help to unload products and drinks
- help the counselor/mentor to work and play with children



**Step 5**  
**Think how much**  
**you can spend**  
**on your project**

Assess your costs for the travel, how much you can pay for it and how much you can spend while traveling. Our experienced travel adviser will help you in your calculations and all the recommendations concerning your travel.

**Step 6**  
**Schedule the time**  
**of your travel**

You can combine your travel and work in summer time in children's camps and rehabilitation centers and work as a teacher of English, German, Spanish or French at schools and universities in winter time. Don't forget that our travel department can offer you very interesting excursions and just tours around Russia. Decide for how long you would like to stay in every city and project, how long time it will take you to travel in Russia on the whole. Try to determine the date of your arrival and departure from each city. Remember that work in children's camp starts from the end of May and lasts till the end of September, and the school year in schools and universities begins in September and lasts till May, and that the best time to travel in Russia is summer.



**Step 7**  
**Talk it through**  
**with a travel advisor**

Once you have thought about steps 1 - 6 and you have a good idea about your own volunteer project, call or email Volunteer in Russia and talk the trip through with a travel advisor. Advisors are young, have taken volunteer work and are experts in what they do. They will help you choose the best routes; the best projects and will put together a great itinerary and price for you.

