

### Manchester Youth Ambassador Project 2010 Itinerary

- Contact those interested parties, relaying details of future meetings plans etc.
- Arrange suitable time for initial meeting, during which the mission will be outlined also any questions from the prospective ambassadors will be answered. Arrange convenient time for next meeting. Please note: Each ambassador will be expected to attend **every** scheduled meeting. Ambassadors will be encouraged to swap e-mail address' with one another in order to share past relevant experience as well as any other relevant information.
- Produce "Training Booklet" for Youth Ambassadors including what is expected from them (attendance of meetings, mandarin lessons etc), the mission statement of the project, timetables of meetings and other important information. Booklet must be completed before ambassadors leaves for China.
- Further meeting, Ambassadors will receive their booklets as well as being informed of future dates for required meetings, mandarin classes and volunteer experience. Discuss ideas ("Something Permanent" Planting a tree, painting a mural etc) Tell each ambassador to think of a talent which they possess and discuss the performance. Details regarding immunisations will also be given.
- Arrange volunteer work for each ambassador signed up to the programme. Allow each ambassador to experience teaching and being responsible for children as well as building team confidence. (January/February 2010)
- Mandarin lessons to begin at the Manchester Chinese Centre, it is recommended that each ambassador attends as many sessions as possible. (January/February 2010)
- Third meeting. Each ambassador will have the chance to put forward any concerns and share any ideas which they may have regarding methods to be used whilst working on the project. (March 2010)
- Open day at the Manchester Chinese Centre. An opportunity for the ambassadors to talk to the community about the project, further increasing publicity. (April 2010)
- Final meeting. This will be the final meeting to be held before the ambassadors depart for China. Ambassadors will again have a the opportunity to discuss any apprehensions held regarding the youth ambassadors project. (May 2010)
- Farewell meal. The ambassadors, as well as all those involved, will attend a group meal in Manchester's China town. This will be an informal meeting whereby ambassadors will be able to interact with one another in a relaxed atmosphere. (May/June 2010)
- Departure date (t.b.c) Ambassadors will rendezvous at the Manchester Chinese Centre before being taken by coach to the airport. This will be the final face-to-face contact the ambassadors will have with the Manchester Chinese Centre's staff before they leave for China. One final briefing will be given to ensure each ambassador is fully aware of what is expected from them.

