

Volunteer mission: administrative support

Objective of the volunteer mission:

To assist individuals in drafting administrative, personal or professional documents, facilitating their access to rights and information.

- Very good command of written English
- Ability to listen, rephrase and exercise discretion
- Pedagogical skills and empathy
- Knowledge of administrative procedures (a plus)



Localité



Soutien



Niveaux



Personne de contact

Luxembourg	Ecrivain public In french	Adult(s)	accueil.social@hut.lu
Wiltz	Ecrivain public In french	Adult(s)	centre.oasis@hut.lu
Differdange	Excel in English	Adult(s)	charlotte.paquay@hut.lu

Rejoignez notre équipe de bénévoles !