

No. APCD Foundation / 139

21 April 2017

Dear Associate Prof. Dr. Sirote Pholpuntin,

**Subject: Request Volunteers (100 People) to “Disability-Inclusive Drum Performance in ASEAN and Japan in Commemoration of 50th Anniversary of ASEAN in 2017 & 130th Anniversary of Thailand-Japan Diplomatic Relations in 2017” in Bangkok, Thailand on 2<sup>nd</sup> (Fri) – 3<sup>rd</sup> (Sat) June 2017**

On behalf of the Asia-Pacific Development Center on Disability (APCD), I would like to express my appreciation to your continued collaboration and support to APCD. We are delighted to collaborate with you more and promote inclusiveness in the ASEAN Community for all persons with diverse disabilities.

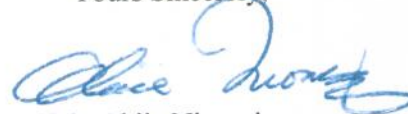
The “Disability-Inclusive Drum Performance in ASEAN and Japan” in Commemoration of 50th Anniversary of ASEAN in 2017 & 130th Anniversary of Thailand-Japan Diplomatic Relations in 2017 will be organized by the Asia-Pacific Development Center on Disability (APCD) and The Nippon Foundation (TNF) in collaboration with the ASEAN Secretariat, Royal Thai Government, the Government of Japan, Thai Yamazaki and other partners at the Vayupak Convention, Government Complex Centre, Bangkok, Thailand on 2nd June (Fri) and 3rd June (Sat) 2017. The main objective of event is to promote disability-inclusive society for all by demonstrating disability-inclusive drum performance in Southeast Asia and Japan in commemoration of 2 anniversaries.

In this connection, we would appreciate your contribution to the said event by facilitating your students (100 persons) as the volunteers who are able to communicate English well and interested in disability and development internationally, will contribute and support the said Event from 31<sup>st</sup> (Wed) May – 4<sup>th</sup> (Sun) June 2017. Please kindly find the attachment of “a complete list of activities for the volunteers” for your information.

Should you need more information, please feel free to contact Ms. Thanyarasm Charoenjiravich (Senior Project Coordinator, Email: [thanyarasm@apcdfoundation.org](mailto:thanyarasm@apcdfoundation.org)).

We look forward to your positive response.

Yours Sincerely,



Mr. Akiie Ninomiya  
Executive Director

Asia-Pacific Development Center on Disability

Associate Prof. Dr. Sirote Pholpuntin  
President, Suan Dusit Rajabhat University  
295 Ratchasima Road, Dusit, Bangkok 10300, Thailand

Attachments: 1) A Complete List of Activities for the Volunteers 2) Event Outline, 3) Draft Flyer

## **VOLUNTEERS WANTED: 'Disability-Inclusive Drum Performance in ASEAN and Japan' with the Asia-Pacific Development Center on Disability (APCD)**

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### Description

The Asia-Pacific Development Center on Disability (APCD) and The Nippon Foundation proudly presents the 'Disability-Inclusive Drum Performance in ASEAN and Japan' on 2 and 3 June 2017 at the Vayupak Convention Center (Centra by Centara Government Complex Hotel & Convention Centre Chaeng Watthana) in Bangkok, Thailand.

The two-day event is being held in commemoration of the 50th Anniversary of ASEAN and the 130th Anniversary of Thailand-Japan Diplomatic Relations this year. Partners include the Government of Thailand (through the Ministry of Social Development and Human Security and the Ministry of Foreign Affairs), Government of Japan (through the Ministry of Foreign Affairs), ASEAN Secretariat, Thai Yamazaki, and other supporters.

With the aim to promote the 'Power of Change' among persons with disabilities, the event gathers together talented drum performers with diverse disabilities from 10 ASEAN countries and Japan

The APCD offers a good opportunity for 100 Thai university students to work in a lively international event with APCD team members and be inspired by interacting with around 1,500 participants with diverse disabilities, including talented drum performers with disabilities from local communities and overseas.

### Responsibilities

- ✧ Assist with logistics (before, during and post-event) especially airport transfers, drum storage, document collection, direction guidance, information support, ticketing arrangement, seat guidance, welcoming participants, etc. (*See attached Draft for the complete list of activities for the volunteers*);
- ✧ Support persons with various disabilities who attend the event from 10 ASEAN countries and Japan;
- ✧ Support in mobilizing participants from Bangkok and Nonthaburi Province;
- ✧ Assist with documents, as necessary;
- ✧ Other tasks as assigned by the Community Development Manager, Mr. Jasper Rom

### Qualifications

- ✧ A fast learner with an open-minded attitude to working with people from diverse backgrounds, especially persons with disabilities;
- ✧ Able to communicate in English and Thai, both written and spoken;
- ✧ Good, pro-active communication skills;
- ✧ People oriented and team work player

### Supervision

The Volunteers will be supervised by the Senior Project Coordinator, Ms. Thanyarasmi Charoenjiravich

### Duration

31 May (Wed) – 4 June (Sun) 2017; Orientation will be on 22 (Mon) May 2017.

For more information and questions, please contact Ms. Thanyarasmi at [thanyarasmi@apcdfoundation.org](mailto:thanyarasmi@apcdfoundation.org) or +66 23547505 Mobile: 086 361 8464 and/or email resume by 15 (Mon) May 2017.

**REMARK:** APCD will provide certificate to those volunteers who complete the tasks.



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### A Complete List of Activities for the Volunteers

Dates	Responsibility	PAX	Duty	Location
22-May	Orientation	100	Orientation	APCD
31 May & 4 June	Airport Pick Up/ Send off	8	Arrange Pick up and Send Off	Entrance Gate 4, at the airport & Hotel
31 May & 4 June	Drum Storage	4	Assist with Percussion Materials In-Out	Drum Storage Room 4th Floor (BB403)
June 1-4	Dressing Room	4	Facilitate with Drum Performers	Dressing Room (BB404-406)
June 1-4	General Duties / Runners	10	Assist when requires	Event Site
June 1-4	Exhibitions / Lucky Drawer (if any)	4	Helping Hand	Exhibition Area
June 2-3	Parking/Street Team/Direction/Parking lot	10	Locate Parking Spot for Expected Guests	Point of Parking
June 2-3	Information Booth	4	Response to all queries	2nd Floor
June 2-3	Greeting at Entrance (Ground Floor)	4	Receiving Guests and Participants	Foyer, Ground Floor
June 2-3	Registration Desk	4	Registered Guests / Collect tickets	1 VIP Desk/1 Media Desk/1 Public Desk
June 2-3	Lunch Helpers (Vayupak 4th Floor)	5	Assist when needed	Vayupak 4th Floor Connecting Corridor
June 2-3	Lunch Helpers (2th Floor)	5	Assist when needed	Vayupak 2th Floor (BB201-205) (207-211)
June 2-3	Door Man (Vayupak234, 4th Floor)	6	Giving Direction	Main Hall Vayupak 234
June 2-3	Usher	32	Directing Expected Guest to their seat	Main Hall Vayupak 234
Total Volunteers to be recruited		100		



# Disability-Inclusive Drum Performance in ASEAN and Japan In Commemoration of 50th Anniversary of ASEAN in 2017 & 130th Anniversary of Thailand-Japan Diplomatic Relations in 2017

## Event Outline

- Organizers: APCD, The Nippon Foundation
- Partners: Government of Thailand (Ministry of Social Development and Human Security, Ministry of Foreign Affairs), Government of Japan (Ministry of Foreign Affairs), Thai Yamazaki, Business Sector (TBC)
- Dates:
  - First Day: 2 Jun (Fri) 2017, 13:00-17:00 (Opening: 13:00-14:00)
  - Second Day: 3 Jun (Sat) 2017 13:00-17:00
- Venue: Vayupak Convention Center (Centra by Centara Government Complex Hotel & Convention Centre Chaeng Watthana), Bangkok, Thailand
- Expected participants:
  - 2 Jun (Fri) 2017: 1,500 people from Thailand, other ASEAN countries, and Japan
  - 3 Jun (Sat) 2017: 1,500 people from Thailand, other ASEAN countries, and Japan
- Contents: Drum performance by persons with disabilities from Thailand, Japan and other ASEAN Member States (totally 13 groups)





# Believe in The Power of Change



## Disability-Inclusive Drum Performance in ASEAN and Japan

In Commemoration of 50th Anniversary of ASEAN in 2017  
& 130th Anniversary of Thailand-Japan Diplomatic Relations in 2017

2 (Fri) – 3 (Sat) June 2017, 13:00-17:00 Hrs.

Vayupak Convention Center (Centra by Centara Government Complex Hotel  
& Convention Centre Chaeng Watthana), Bangkok, Thailand





# Disability-Inclusive Drum Performance in ASEAN and Japan

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