

Internship Work Plan/JD

Field Office Partner	World Vision Jordan
Intern Supervisor	Youth RESOLVE Chief of Party Youth RESOLVE Jordan Country Lead
Intern Role Title	Advocacy & Policy Intern
Internship Duration	5 Months – February until June 2018
Hours Per Week	40 hours per week
Location	Amman Jordan Possible travel to the field where activities take place (inside and outside Jordan)
Start Date	February 2019
Expense	Interns will have all their travel and accommodation expenses covered and will receive a living allowance reimbursement of reasonable out-of-pocket expenses (e.g. Travel & Lunch).

Key Responsibilities

This internship aims to provide advocacy and policy support to the EU MADAD-funded Youth RESOLVE consortium, an initiative implemented across three countries (Jordan, Lebanon and Iraq) and led by World Vision and partner organisations (Islamic Relief, Caritas, Questscope and Generations for Peace).

The Youth RESOLVE consortium aims to strengthen youth resilience and empower youth as leading actors in post-conflict reconstruction and reconciliation. This will be achieved through two specific objectives:

1. Youth are empowered to utilise knowledge and opportunities to confidently participate in economic and social life.
2. Tensions between refugee and host community youth and families are reduced due to improved access to services and social cohesion.

Youth RESOLVE considers advocacy critical in pursuing these objectives, and aims to amplify youth voices to inform and influence policy-making on issues that are important to young people across the region. Four youth-led policy roundtables will be held in Brussels, Jordan, Lebanon and a fourth country to be defined from March 2019 onwards.

World Vision is looking for a passionate and driven individual to support youth, under the supervision of the Youth RESOLVE Chief of Party and WVSR Advocacy Director, with the following activities:

1/ Selection of compelling advocacy themes for roundtable events

- Support youth to voice and select key concerns affecting them;
- Help articulate specific policy- and legislative solutions to these concerns;
- Find ways to communicate their concerns and recommendations to policy-makers and the wider public;

2/ Preparation of policy briefings (and other advocacy publications)

- Interview youth, review existing research, and analyse policy environments on key concerns identified by youth;
- Draft briefings for policy-makers that are evidence-based and include actionable recommendations;
- Support the development of other advocacy materials (e.g. letters, press releases, social media content);

3/ Roundtable event strategy & management

- Develop strategies for successful roundtable events, including key messages, audiences & targets, support activities, etc;
- Support the execution of roundtable events with logistics, stakeholder management, follow-up, etc;
- Ensure external engagement with policy- and decision-makers and the wider public, through various channels, in the lead-up to and immediately post-roundtable events;

4/ Training of youth on effective advocacy and government relations

- Help organise advocacy training sessions for youth in each country – logistics, content, coordination with partners and stakeholders, follow-up, etc

5/ AOB

- Perform any other substantive and/or administrative task that might be required.

Personal Specification

1. 2:1 degree in a relevant discipline within the last 2 years.
2. An interest in advocacy / campaigning and experience in working with activists.
3. Strong research and writing skills, with a keen eye for detail.
4. Strong communication skills, and experience in using social media for advocacy.
5. Proactivity & initiative to get things done.
6. Understanding of international affairs, global citizenship and social-political issues within the region.
7. A commitment to the principles and values of humanitarian work, including to improve the lives of those in need regardless of race, political affiliation, gender or belief.
8. Commitment to learning and fulfilling the Madad Internship Programme learning objectives.
9. Ability and willingness to travel to the field and work in challenging environments (travel expenses and accommodation will be paid).
10. IT skills proficiency, including Microsoft Word, Excel and PowerPoint.

Skills sets developed

1. An understanding of World Vision’s work culture and values.

2. Understanding of campaigning, advocacy and policy influencing.
3. Understanding of youth empowerment and mobilisation.
4. Ability to manage time effectively and meet deadlines.
5. Team work skills and attention to detail.