

## INTERNSHIP OPPORTUNITY WITH CASA PUEBLITO TORONTO SUMMER 2019

<b>POSITION:</b>	Knowledge Exchange & Outreach Assistant Intern
<b>LOCATION:</b>	Toronto, Ontario
<b>DESCRIPTION OF HOST ORGANIZATION:</b>	Casa-Pueblito is a non-profit, international organization that facilitates community development and intercultural learning with a focus on youth in Canada and Latin America.
<b>INTERN'S DUTIES AND RESPONSIBILITIES:</b>	<p>July 19 , 2019 is the 40<sup>th</sup> anniversary of the Nicaraguan revolution and much has changed since that time; as many people in our community say, today's Sandinistas aren't the same.</p> <p>Every year on July 19 our organization hosts a Film Night event to present a screening of a movie, followed by a panel with subject matter experts, that is relevant to Latin American development and the issues we work to address.</p> <p>The July 19, 2019 event will be an especially important year to build awareness about Nicaragua, what has happened in the past and the current issues today. This is an open, creative space to address complex issues with a potentially wide range of opinions.</p> <p>The intern for this role will develop a plan and materials with our team to relay knowledge to share with the event participants and the wider public, in the media platforms / website leading up to the July 2019 event and at the July 2019 event.</p> <p>The intern will also develop a plan to engage young people in this event and implement this plan through outreach activities such as connecting with youth-based organizations with a focus on social justice.</p> <p>This is not an events coordinator role. This is a knowledge development role for key content to be used at this event, and for engaging key audiences – including youth – to build awareness and knowledge on important issues.</p> <p><i>Interns' duties and projects may not be as listed. These will depend on the needs of the host organization.</i></p>
<b>HOST ORGANIZATION'S REQUIREMENTS:</b>	<ul style="list-style-type: none"> <li>- Must be available throughout the day and evening of Friday July 19, 2019. Lieu time off will be provided with appreciation for the evening hours on this day.</li> <li>- Must be pursuing a social sciences degree: international development preferred.</li> <li>- Must speak, read, and write English fluently.</li> <li>- Proficient with Microsoft office software.</li> <li>- Excellent writing skills required.</li> <li>- Knowledge of Ontario curriculum an asset.</li> <li>- An interest in global education and international development an asset.</li> </ul>
<b>HOURS:</b>	Between 30 – 35 hours per week, negotiable
<b>DATES:</b>	<b>May 6 – July 26, 2019</b>
<b>REMUNERATION:</b>	Unpaid, successful applicants may be eligible to apply for Faculty of Arts Internship Awards: <a href="https://www.mcgill.ca/arts-internships/funding/apply">https://www.mcgill.ca/arts-internships/funding/apply</a>
<b>HOW TO APPLY:</b>	Students must complete the online Arts Internship Application Form available on the AIO website: <a href="https://www.mcgill.ca/arts-internships/internships/postings/application">https://www.mcgill.ca/arts-internships/internships/postings/application</a>
<b>DEADLINE TO APPLY:</b>	<b>January 28, 2019</b>
<b>CITIZENSHIP REQUIREMENTS:</b>	None
<b>ELIGIBILITY:</b>	<ul style="list-style-type: none"> <li>- McGill Faculty of Arts student (completed 60 credits)</li> </ul>

	<ul style="list-style-type: none"> <li>- Minimum CGPA of 2.7</li> <li>- Returning to McGill in the fall semester following the internship</li> <li>- Students must fulfill Faculty of Arts requirements as outlined in the Handbook for Interns <a href="https://www.mcgill.ca/arts-internships/resources">https://www.mcgill.ca/arts-internships/resources</a></li> </ul>
<b>COSTS:</b>	The intern is responsible for all costs associated with the internship including transportation, accommodations, etc.
<b>TRAVEL ARRANGEMENTS:</b>	Preparing travel arrangements to and from the internship host organization is the responsibility of the intern.
<b>ACCOMMODATION:</b>	Finding suitable lodging during the internship is the responsibility of the intern.

<b>WORKSHOPS:</b>	<p>Successful candidates are required to attend the following sessions:</p> <ul style="list-style-type: none"> <li>- Faculty of Arts Interns Meeting (All internships)</li> <li>- Cross-Cultural Workshop (Internships outside of Canada, the U.S &amp; Europe)</li> <li>- Success in a Professional Environment (Internships in an office setting)</li> <li>- University-Wide Pre-Departure Session (Internships outside of Canada)</li> <li>- Interns Responsibilities and Guidelines (All internships)</li> <li>- International Internship Debriefing Session (Internships outside of Canada, the U.S &amp; Europe)</li> </ul>
<b>HEALTH &amp; SAFETY:</b>	<p>All applicants should consult the Global Affairs Canada Travel Reports for the internship host country prior to applying for this internship. <a href="https://travel.gc.ca/travelling/advisories">https://travel.gc.ca/travelling/advisories</a></p> <p>Traveling, living and working abroad can involve certain risks to your health and safety that differ from your home country. These may include: crime, political/social instability, tropical diseases/infections, extreme weather conditions, poor infrastructure, etc.</p> <p>The Arts Internship Office cannot guarantee the safety of any intern in their host country. It is up to the student to fully assess and prepare for any health or security risks that may be involved in pursuing this internship. Applicants are encouraged to discuss potential risks with their family prior to applying.</p> <p>Applicants must ensure that they are physically and mentally capable of successfully completing an internship in the internship host country. The Arts Internship Office may request a doctor's attestation that an applicant is sufficiently healthy to complete an internship.</p>
<b>ENTRY REQUIREMENTS:</b>	<p>Interns are responsible for informing themselves of what entry requirements are required to visit and work as an intern in the internship host country. These may include a visa, work permit, passport valid for at least 6 months after entry, and proof of certain vaccinations.</p> <p><u>The intern is responsible for acquiring all necessary documents in time for the beginning of their internship.</u></p>

**Please Note:**

Only short-listed candidates will be contacted. At that time, you may be asked to come in for an interview.

The Arts Internship Office will then transmit the selected applications to the host organization, which will ultimately be responsible for the selection of the candidate(s).

*If you feel you have experienced barriers which have had an impact on your academic performance and wish to highlight these to the selection committee, the documents/comments will be taken into consideration*