

## **NGO/NONPROFIT**

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# LONDON, ENGLAND

## NGO/Policy Internship

This organization strives to empower, educate, and unite Central Asians living away from their homeland; provide them the skills and knowledge required to exercise their rights; achieve success and prosperity in the UK; and promote human rights and democracy among their community.

Intern tasks may include:

-Researching funding opportunities and assisting with fundraising events for various humanitarian projects and activities

-Working on securing awards for recognition of services

-Developing the organization's media presence in established British news outlets through writing press releases and articles

-Contacting embassies to acquire tendering or contracting opportunities for infrastructural projects

-Organizing meetings with NGOs, think tanks, and service-providers to build closer relationships and partnerships

-Contacting solicitors, accountants, legal and financial advisers, and other private sector providers to discuss how to work in partnership

-Conducting community outreach

-Writing articles to evaluate the impact of international aid on certain policy issues

## **Charity Law Placement with Women's NGO**

This international law internship offers an overview and insight into the legal work of a registered charitable organization that aims to help women and children fleeing domestic and sexual violence. Interns play a supporting role within the legal team assisting by working on the case management system, proofreading and assisting with the preparation of clients' statements, liaising with third parties such as the court and the police, and also attending court.

## **DUBLIN, IRELAND**

## **Human Rights Placement**

This organization is one of the leading voices in improving the rights and protections of Irish citizens, migrants, and their families. The organization prides itself on being proactive and offering support, advice, and

information, while also achieving positive change through strategic legal action and engagement with lawmakers.

Intern tasks may include:

- -Producing reports and content for submission
- -Completing policy analyses
- -Assisting with campaigns
- -Supporting the law center in trafficking cases

#### International NGO Placement

This is a child-focused NGO working in 51 developing countries. With an emphasis on long term sustainable development and emergency response, they assist children and their communities across a range of programs in areas such as education, child protection, water and sanitation.

#### Intern tasks may include:

- -Communicating with donors and the children they sponsor around the world
- -Researching and analyzing related policy
- -Developing potential audiences to involve in branded events
- -Creating and posting content for the website and social media

## **Social Justice Placement**

This organization focuses on social justice, human rights, and global development issues. Interns here may be able to support the production and editing of the magazine, contribute to the monthly newsletter, prepare and coordinate volunteers overseas, assist with training courses, and post to social media.

Intern tasks may include:

- -Supporting the production and editing of magazine
- -Writing of monthly newsletter
- -Preparing and coordinating for Volunteering Overseas Course
- -Supporting the preparation and coordination of Pre-Departure Training Course
- -Reviewing and finalizing Pre-Departure training manual
- -Helping edit the What's Next Toolkit
- -Posting on social media

# NEW YORK CITY, USA

## **Global Literacy Internship**

This organization seeks a program intern to assist with the design, implementation and administration of various school programs. The intern will work closely with the Chief Operations Officer and the Program Coordinators to support all aspects of school programs. This is ideal for a student who is interested in education, non-profit, and psychology as a career path.

#### Intern tasks may include:

-Creating lesson plans, activities, and teaching materials for school programs

- -Supporting staff with program logistics and administration
- -Conducting research on academic books and authors for various programs
- -Planning and participating in community events and fundraisers

-Assisting with student book publication as needed by managing art work, drafting program descriptions, and other tasks as assigned by the Book Publishing Coordinator

-Providing support to Executive Director and Board of Directors as necessary

## **Development Internship at Worldly NGO**

The mission of this organization is to promote mutual understanding and global democracy through discussions and active citizenship at the local level.

#### Intern tasks may include:

-Conducting prospect research on individual, foundation, and corporate donors

-Assisting staff with grant application writing and tracking

-Assisting staff with researching state and federal regulations regarding donor solicitation (e.g., registration with offices in other states) and general development efforts (e.g., raffles, auctions)

-Supporting staff with special events; helping with logistics, soliciting sponsors, communicating with venues and vendors

## **BARCELONA, SPAIN**

## Social Services for an International NGO

This organization strives to improve the world by creating opportunities for children and young people to develop themselves and overcome barriers in their lives. Their objective is to help community members eliminate negative external factors and reach their full potential. They focus on areas like familial wellbeing, education and training, access to employment, housing, and basic needs (nutrition, health, recreation).

#### Intern tasks may include:

-Developing programs and courses related to language education (Spanish, Catalan, and English)

-Assisting the psychologists in their intakes and assessments

-Providing assistance with homework, job searches, and programs that focus on personal, educational, and social development for the community

## NGO for Women's Rights and Community Outreach

This organization is focused on women's rights, domestic violence, and community outreach. The team primarily works with female immigrants to the Catalan region, and uses creative solutions to address their daily societal challenges.

#### Intern tasks may include:

-Assisting with workshops about improving human rights and day to day life

-Working with immigrants in professional, social, and societal reintegration

-Assisting with and teaching in various courses

-Handling client relations and working directly with community members