

## INTERNSHIP PROPOSAL

### Finnish NGDO Platform to the EU / Kehitysyhteistyöjärjestöjen EU-yhdistys Kehys

The Finnish NGDO Platform to the EU (Kehys) is an advocacy network for Finnish civil society organisations. Kehys is interested in European Union's actions to tackle global poverty. Kehys influences Finland's positions as a member of the EU and EU's actions that have an impact on developing countries. Kehys serves CSOs by promoting cooperation and networking between Finnish and European CSOs, disseminating information about EU's development policy and development cooperation, and providing training and counselling on EU funding opportunities. Kehys has two main sets of activities: advocacy and civil society capacity building. As an advocacy network the main objective of Kehys is to promote EU's different policies so that they will support reduction of poverty and inequality, and realization of human rights and equal opportunities. As an advocacy network and civil society capacity builder, the purpose of Kehys is to enable Finnish CSOs to follow and participate actively in discussion and action at European level. Kehys provides an opportunity for the Finnish civil society to influence EU development policy as members of a network while strengthening the capacity to be full-fledged members of the network. Kehys will continue to build the capacity of Finnish CSOs regarding EU development policy and EU funding instruments. Kehys is the Finnish national platform of the European Confederation for Relief and Development NGOs, CONCORD. Through Kehys facilitation, Finnish CSOs are represented in CONCORD working groups and engage actively in European discussion.

#### **Position title: Research and Publication Trainee**

**Position purpose:** The Finnish NGDO Platform to the EU, Kehys, is looking for an Erasmus+ -intern for 4-6 months. Kehys advocates and promotes debate about EU development policy, and focuses especially on policy coherence for sustainable development and global citizenship. Kehys is the Finnish national platform of CONCORD Europe. *The position purpose is to:*

- ☐ Get to know the functioning of a national NGDO platform.
- ☐ Acquire knowledge on active citizenship and global citizenship education.
- ☐ Acquire and apply skills related to editing publications.
- ☐ Acquire knowledge on EU development policy and policy coherence for sustainable development.

#### **Duties and responsibilities:**

- ☐ Under the supervision of the Communications Officer, assist in the work on a publication on how EU neighbourhood policy affects civil society in neighbouring countries.
- ☐ Under the supervision of the Secretary-General, conduct research and interviews on how Finnish NGOs view active citizenship.
- ☐ Support Kehys' international work on global citizenship education.
- ☐ Support in the organization of various events and meetings, including event logistics, as well as general office logistics.
- ☐ Participation in general activities of Kehys staff, such as weekly team meetings and team days.

**Professional competencies:** We are ideally looking for a student with a demonstrated interest in active citizenship and / or European Neighbourhood Policy.

#### **Key competencies/Language skills:**

- English - Advanced (Required)

#### **Key competencies/Computer skills:**

- Web Browsing and Communication - Proficient user; Word processing - Proficient user

**Key competencies/Other:** Teamwork, Communication, Lifelong Learning, Reliability, Initiative, Critical & Analytical Thinking

**How to apply:** Please send CV, cover letter **by 01/07/2016 at the latest (via INTLAG).**

**Earliest start date:** 01/08/2016

**Latest start date:** 22/08/2016

**Contribution in kind:** meal allowance

**Working language:** English

**City/Country:** Helsinki, Finland

**Duration:** 4 months