**Development & Project Internship**

**Summer 2017**

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| **Type** | International Development & Project-related  |
| **Status** | Summer Internship |
| **Location** | London, UK – some flexibility may be possible. |
| **Remuneration** | National Minimum Wage  |
| **Hours** | 2 days per week – 7.5 hours per day  |

**Development element**

* Support with the development of our organisation and participate in strategic planning and launch of our Strategy 2017-2020
* Identify and track Funding opportunity and maintain our Funding Tracker;
* Design projects and write Funding Applications, specifically in relation to the Caucasus; the Balkans and the Middle East;
* Support in wider activities including: Partnership development; Business development; Marketing and Communications;
* Support development of a new charity wing;
* Assistance in identifying new Partners, who could benefit from Asfar’s services;
* Social Media and e-Films production assistance.

**Project Volunteer**

* Support the project co-ordination of Erasmus+ and other programmes;
* Delivery and sustainment through a network of the Sustainable Development Goals 4 Youth activities in July and August 2017;
* Support the management of international partners;
* Support recruitment of participants aged 18 to 30 years of age;
* Providing key information on the different programmes.
* Act as a key communication channel to participants;
* Coordination of Media including: Photographs; E-Film directions; Social Media and other Media activities to ensure key dissemination takes place;
* International Youth Work;
* Active participation on the youth exchanges in July and August 2017.