

Volunteer Intern Recruitment Guide

Asfar CIC

January 2019

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Background

Asfar is a United Kingdom Community Interest Company registered, social enterprise-based NGO.

Launched in December 2011 as a youth-led volunteers project, Asfar became an NGO in 2012.

Asfar has provided Development Consultancy and Capacity Building services since 2013 to fellow NGOs on a local, national and international basis.

Strategic Goals 2018-2022



Asfar's strategic goals & objectives for 2018-2022 include:

- *Fight the rise of Social Intolerance through community reconciliation*
- *Promote Youth-led social action*
- *Prevent & create awareness on Child Marriage in forgotten regions*
- *To develop & capacity build fellow NGOs, charities & community bodies to assist them in their own goals*
- *Inspire communities to learn about different cultures, societies & promote social mobility*
- *Develop the skillsets of current & future community peacebuilders*
- *Promote an equitable global society through gender equality & women economic empowerment*

Community Development



Asfar CIC is a dynamic international conflict resolution NGO, established to provide opportunities for Young People and Communities in the UK, the Caucasus, the Middle East and the Balkans through:

- ***Reconciliation for Development***
- ***Volunteering***
- ***Education, Enterprise & Skills***
- ***Cultural Learning & Mobilities***
- ***Sport for Peace***
- ***Continuous Professional Development for community professionals***

Asfar also focuses on Women Economic Empowerment programmes; Gender Equality; and aims to raise awareness on Child Marriage in the Caucasus.



Community Development



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Flagship – RESOLVE Model

Asfar's flagship strategy is our RESOLVE Model, which aims to mobilise the most successful methods of reconciliation utilised in post-conflict zones, in order to address social intolerance and the rise of the Right throughout Europe.

This is achieved through 5 key avenues:

- ***Direct delivery***
- ***Community-led Social Action***
- ***Strategic learning & consultancy***
- ***Theoretical study***
- ***Policy development***



RESOLVE: Network



The RESOLVE Network, with its youth-wing through Erasmus+ RESOLVE: East & Erasmus+ RESOLVE: Reconciliation thru Youth projects key members include:

- *Youth*
- *Reconciliation, Youth & Community Professionals*
- *Sectorial NGOs*
- *Strategic Stakeholders*
- *Academics*



The network aims to bring people together dedicated to community reconciliation and committed to transnational reconciliation collaboration: mobilising elements of the RESOLVE Model to achieve the network's ultimate objectives.



Volunteer Internship

International Project Development Volunteer



The International Projects Development volunteer will actively support Asfar to achieve its objectives in 2019.

The Volunteer intern will be key to the delivery of several international development programmes, including capacity building the social enterprise sector in Egypt to support the economic empowerment of women in Egyptian society.

The role will also support the delivery of Asfar's reconciliation network programmes throughout the Balkans, the Middle East and the Caucasus.

The Volunteer will have the opportunity to live in Sarajevo for 3 months in the Summer to gain experience of living and volunteering in a society affected by conflict.



Type	International Project-related & Development/Fundraising
Status	Spring – Summer Volunteer Internship
Positions	2
Location	UK/Home country Bosnia-i-Herzegovina (2 months in Home country/3 months in Bosnia-i-Herzegovina)
Remuneration	Volunteer stipend + Accommodation/Travel contribution to Sarajevo
Hours	4 days per week – 6 hours per day
Period	Minimum 5 months
Start date	May/June 2019 start date - TBC
End date	Sept/Oct 2019 end date - TBC

International Project Development volunteer

Key duties & responsibilities



- Support the project co-ordination of International Development, Erasmus+ and wider programmes;
- Support the implementation of international development programme: SEDA in Egypt;
- Support the delivery and sustainment through a network of the reconciliation activities transnationally;
- Support the management of international partners;
- Support the recruitment of participants aged 18 to 30 years of age, before, during & after an activity;
- Provide key information on the different programmes;
- Key project implementation/monitoring tasks in relation to programme delivery;
- Act as a key communication channel with participants;
- Coordination of Media including: Photographs; E-Film directions; Social Media and other Media activities to ensure key dissemination takes place;

Key duties & responsibilities



- International Reconciliation, Peace and Youth Work;
- Active participation in youth exchanges;
- Identify and track Funding opportunities and maintain our Funding Tracker;
- Design projects and write Funding Applications (ZIVIK being one example), 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 the RESOLVE brand and network;
- Assistance in identifying new Development Consultancy clients, who could benefit from Asfar's services;
- Sectoral monitoring & engagement;
- Other tasks as identified.



Applications open	25th January 2019
Application deadline	10th February 2019 Applicants should send an update to date CV & Cover letter to info@asfar.org.uk
First round – application shift	13th February 2019
Applicants – invited to complete recruitment task	20th February 2019 Applicants will be requested to prepare a short video (no more than 4 minutes long) about why they have applied for this internship, what they will bring to the role & why Asfar should select them.
Final Interview	30th February 2019 This may be via skype depending on Asfar's CEO's location.

Application Process



Volunteering in the UK

- The first and final month of the volunteer placement will take place in the UK/Volunteer's home country.
- Volunteer's will receive a basic volunteer stipend equal to £50 per month to contribute towards their personal expenses.
- The volunteer will be volunteering remotely i.e. digitally for the first and final month of volunteering throughout digital project management platform.

Living in Bosnia-i-Herzegovina



- **Living in BiH:** The volunteer will be based in Sarajevo
- Asfar will provide a basic living costs stipend equal to £150.00 per month for 3 months
- Asfar will organise an apartment for the 2 volunteers and pay the rent. All other amenities/bills will be the responsibility of the volunteers.
- **Travel:** Travel costs are not included in this volunteer internship scheme. However, Asfar is willing to offer a contribution towards travel costs/insurance equal to £100.00 per person.
- **Language lessons:** Asfar will pay for weekly Bosnian lessons while the volunteers are living in Sarajevo.



How to contact us

Website:

www.asfar.org.uk

RESOLVE website:

<http://resolve.asfar.org.uk/>

Email:

info@asfar.org.uk