

## INTERNSHIP TERMS OF REFERENCE

### PART 1 Terms of Reference

#### About Aflatoun

Aflatoun International offers social and financial education to children and young people worldwide, empowering them to make a positive change for a sustainable future. Through a network of partners and governments, the organization reaches over 10.5 million children and young people each year in more than 100 countries. We create high-quality curricula, for different age groups, which can be contextualised to local needs or specific circumstances.

#### Dates

**Start date:** 1 Sept 2022

**End date:** 31 Dec 2022

**Days per week:** 4 days

**Remuneration:** Intern stipend provided (Based on # of days per week) – 270 euros per month

#### Supervision of work

Supervisor of intern / volunteer: Cristina Peña

Other Aflatoun staff involved: Head of Programmes

#### Purpose of the intern / volunteer post

#### Background:

The Americas Latin America and the Caribbean Region has increasingly received donor attention over the last few years; thus, the need to identify a volunteer who can support the division to ensure optimal support to Aflatoun implementing partners in the region.

In liaison with the Americas Program Manager (PM) the Intern will undertake the following activities:

1. **Partnership profile:** Review and update existing partner profiles based on partner priorities: program implementation, challenges and opportunities. Expected outcome: Targeted partner support based on identified needs/opportunities and an updated internal system.
2. **Regional resource mobilization strategy:** Research on in-country and regional donors (bilateral, multilateral, Foundations and the private sector). Expected outcome: Support the Development of a comprehensive regional/country specific resource mobilization strategy.
3. **Country profiles:** Review and update the existing country profiles: Country context, emerging opportunities and challenges, and national integration strategies. Expected outcome: Support the development of focused and a well-informed country strategy.
4. **Regional Trainings:** Assist in the administrative and logistical support of the Regional Trainings, preparation of background documents and presentations, logistics management, etc.
5. **Research:** Gather information to support development of ongoing opinion piece and other advocacy material as part of the regional advocacy campaigns/strategy
6. **Others:** Support on-going regional activities as requested.

#### Required Skills & Qualifications:

- A degree in Education or social sciences and experience in working with children
- Ability to work in small team with motivated, multicultural co-workers.
- Fluency in English and Spanish (oral and written) it is required. Portuguese is a plus.
- Strong computer skills, including sound knowledge of Windows and Microsoft Office applications, including Outlook, Word, Excel and PowerPoint.
- Intern must have the right to reside in the Netherlands.

#### Other Relevant Information

The intern/volunteer must keep confidential any and all unpublished information made known during the course of the internship and not publish any reports or paper on the basis of information obtained except with the written approval and authorization of his supervisor.

#### Reaction

Please apply online at <https://aflatoun.bamboohr.com/jobs/view.php?id=143>

no later than 22/08/2022. If you have any specific, questions on the position please contact Senior Programme Americas region, Cristina Pena, [crisrina@aflatoun.org](mailto:crisrina@aflatoun.org)

A valid work permit is required for this position.