



FORUM OF FEDERATIONS
INTERNATIONAL YOUTH INTERNSHIP PROGRAM 2007- 2008
September 2007 to March 2008

WHAT IS IT?

The Forum's International Youth Internship Program provides young Canadian university graduates the opportunity to work abroad for six months within the Forum's international partner organizations.

Through this program, participants develop their organizational, research and networking skills while acquiring valuable work experience. In addition, the program helps reinforce the important ties between the Forum and each of its partner organizations. While working with the Forum's partners, interns are responsible for a variety of important tasks which typically include: monitoring the "state of federalism" in their host countries; helping to identify how the host organization and the Forum could support various levels of government in improving federal governance; and assisting in the planning of events and/or projects sponsored by the host organization.

WHO IS ELIGIBLE?

You can apply to the Forum's internship program if you are Canadian citizen or permanent resident, aged 30 or under and have the following qualifications and qualities:

- Fluent in English; knowledge of a second language an asset
- Unemployed or under-employed
- Out of school (i.e. not currently enrolled in an education program) and not planning to return to school, either to complete a degree or to undertake another degree program
- Participating for the first time in the Youth Employment Strategy
- Interested in permanently entering the workforce
- A Bachelor's or Master's degree in one or more of the following disciplines: International Relations, Law, International Development, Economics, Political Economy, Finance, Political Science or Public Administration
- Basic knowledge on federalism, intergovernmental affairs, and international relations
- Strong research and writing skills
- Good oral and written communication skills
- Computer skills (word processing, spreadsheet)
- Cultural openness and adaptability
- Self-starter and independent

PLEASE NOTE THAT SOME POSITIONS HAVE SPECIAL REQUIREMENTS.

The Forum is an employment-equity employer and welcomes applications from members of designated target groups.

PARTNER ORGANIZATIONS

For the 2007-08 year the Forum is offering a total of four internships, under the auspices of the Canadian International Development Agency (CIDA). These internships are located in India and in South Africa. They involve full-time work for a period of six months (September 2007-March 2008) and will take place in the following organizations:

Community Law Centre, Cape Town, South Africa
Legal Assistant and Policy Analyst

The objective of the Centre is to protect and promote the human rights and democratic norms that have been enshrined in the 1996 Constitution and in international human rights instruments. In the pursuit of this objective, the Centre pays special attention to the position of women, children and other vulnerable groups such as persons with disabilities.

<http://www.communitylawcentre.org.za/>

The Centre has four projects.

The intern will work in the local government project and will be involved in:

- Research on key policies issues, including the role of gender in municipal governance, intergovernmental relations between provincial and local government and intra-local relations between district and local municipalities, and the role of local government in the New Partnership for African Development
- Production of the Local Government Bulletin, a journal which is distributed to all municipal councilors and other key provincial and national government officials.

Additional Qualifications:

- Degree in Law (minimum of an LLB)

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Centre for Land-related, Regional and Development Policy, Pretoria, South Africa
Policy Analyst

The SADC Centre for Land-related, Regional and Development Law and Policy (CLRDP) is an interdisciplinary policy, implementation, and collaborative applied research centre working in partnership with related institutions, the public sector, the private sector and international organizations within the context of Southern Africa in respect of the following functional areas:

- alignment of policy, statutory and implementation frameworks with international, regional and national development contexts,
- land and related natural resources,
- governance and regionalism, and
- the developmental context.

The CLRDP's goal is to contribute to and impact on policy, regulatory frameworks and implementation.

Website: www.sadc-centre.up.ac.za

The intern will be involved in the following activities:

- Assist in identifying and analyzing existing policy documents, constitutional and statutory provisions, and relevant secondary literature as well as research in order to draft an Implementation Manual as well as strategic implementation plan for the testing, on a pilot basis, of the proposed relationship between elected local government, traditional communities and their governance structures, and communal tenure reform
- Assist in the analysis, monitoring and evaluation of the above testing of the Implementation Manual
- Submit written reports in support of the above
- Meet with CLRDP staff on a regular basis to discuss progress and the formulation with reports
- Assist in drafting policy and other documents and related reports

- Attend workshops and seminars organized by the SADC Centre and relevant agencies
- Network with other organizations, government agencies and community representatives interested in improving sound intergovernmental relations, good governance and co-operative government, and conflict resolution with a specific focus on youth organizations, intra-community disputes and gender mainstreaming
- Current event monitoring of issues related to governance, intergovernmental relations and multi-level governance in their host country and region
- Provide support and advice on the development of Forum activities in South Africa on an ad hoc basis

***Additional Qualifications:**

- Degree in law (minimum LLB, preferably LLM)
- Preferably also a major in political science
- Combining preferably with expertise in policy analysis/review/formulation

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Institute of Social Sciences (ISS), New Delhi, India (2 interns)

Research Assistant

The Institute of Social Sciences was registered under the Societies Registration Act of India 1860 on 28 August 1985. The aims of the Institute are multi-disciplinary social science advanced research, developing an informed and action-oriented public opinion and ushering in a society in which power to the people is a reality. The main objectives are to: 1) study contemporary social, political and economic issues and problems with an inter-disciplinary perspective, 2) To make its findings and recommendations available to government bodies, civil society organizations, policy makers, social scientists and all concerned citizens, so as to widen their options for action.

Project Description

The Intern will be working on a range of projects which are policy-oriented aim at problem-solving aspects of the emerging Indian federal system with emphasis on the management of diversity. The studies being undertaken have to do with:

The project focus will be on the impact of decentralization via the Panchayati Raj legislation and the national on women's participation and health.

To this end the project proposes to assess women's political representation during the first term of the civic bodies elected under the 74th Constitutional amendment in the four Indian metropolitan cities: Delhi, Mumbai, Chennai and Kolkata. And further examines the preparedness of the PRIs in managing local health services to in the context of the empowerment of women.

Interns will provide research support to the faculty and other visiting scholars either in their background studies, primary research or project implementation. Specific activities will be defined by the Institute.

Interns will visit other organizations or government agencies interested in improving federal governance (in this case the Panchayati Raj implementation process).

Interns will monitor current issues related to governance, federalism and multi-level governance in their host country and region.

The intern will identify a topic in federalism and governance of importance in his or her host country. This will be done in consultation with the host supervisor and bearing in mind the cross-cutting themes and focus on HIV/AIDS.

The intern will explore a topic of local and current importance in depth. The paper will also become a resource for the Institute and the Forum.

The intern will be called on a regular basis by the Forum to provide support and advice in the development and implementation of projects in the host country. This will be done on an informal, ad hoc basis. The intern will be expected to remain up-to-date on the Forum's activities and plans in his or her host country.

Institute of Social Sciences (ISS), New Delhi, India
Research Assistant. Urban Studies (National Capital Regions)

Project Description (2)

The Intern will be working with the Urban Studies department to look at issues of urban governance that impact the National Capital Region of Delhi.

The project will look at issues such as shared jurisdictions between multiple orders of government, and the interface between citizens' organizations and local government in urban development, environmental management and problems of the urban poor. The study is expected to draw on the experiences of other capital regions from other parts of the world where multiple orders of government share jurisdiction and what implications this has for the delivery of finances, services and the environment. This will entail creating a database on National Capital Regions.

The Intern will provide research support to the faculty in their background studies, primary research or project implementation and in the creation of the database.

Interns will visit other organizations or government agencies interested in improving urban and federal governance.

Interns will monitor current issues related to governance, federalism and multi-level governance in their host country and region.

The intern will identify a topic in with federalism and urban governance of importance in his or her host country. This will be done in consultation with the host supervisor and bearing in mind the cross-cutting themes and focus on HIV/AIDS.

The intern will explore a topic of local and current importance in depth. The intern will be expected to prepare a paper on the status of National Capital Regions in Federal countries, which will also become a resource for the Institute and the Forum.

The intern will be called on a regular basis by the Forum to provide support and advice in the development and implementation of projects in the host country. This will be done on an informal, ad hoc basis. The intern will be expected to remain up-to-date on the Forum's activities and plans in his or her host country.

***Additional Qualifications:**

- Bachelors or Masters in Political Science or Sociology

HOW IS THE INTERNSHIP ORGANIZED?

The program includes a two-day pre-departure orientation in September at the Forum of Federations in Ottawa. Throughout the internship period, the Internship Coordinator will remain in regular contact with each intern and his or her host organization. Furthermore, each intern is required to send a monthly report describing his or her work and experiences. At the end of the internship period the Forum holds a one-day debriefing session in Ottawa. Finally, each intern is required to submit an overall internship report; these reports are subsequently taken into account in preparing the internship program for the following year.

Following the completion of their internships, participants will continue to be involved in the Forum's activities through its International Network.

The pre-departure orientation takes place over a two-day period in Ottawa. Orientation activities include the following:

- An introduction to the Forum (its mandate, history, activities and staff) and to the host organizations, followed by a discussion of administrative issues (medical insurance, visas, vaccinations); an introduction to the fundamental concepts and practices of federalism
- Individual meetings with internship coordinators and departure for host countries
- Prior to the intern's arrival in Ottawa, each intern will participate in a three day course offered by the Centre for Intercultural Learning – CIL (and sponsored by CIDA). The course will take place in the nearest city to the intern's location as determined by CIL. Costs associated with the course are covered by CIDA.

Interns will then proceed to their placement for a period of six months.

A debriefing session takes place after the interns have returned to Canada. Debriefing is comprised of the following activities:

- Meetings with the Internship Coordinator and other Forum staff
- Luncheon presentation on the intern's experience abroad and an update on the political situation in the host country
- Completion of a debriefing questionnaire to provide feedback and help the Forum further improve its program (encompasses an evaluation of the host organization, the living and housing situation in the host country, the interns' personal and professional development and the role of the Forum in the internship)
- Each intern will participate in a two day debriefing/ reintegration course offered by the Centre for Intercultural Learning – CIL (and sponsored by CIDA). The course will take place in the nearest city to the intern's location as determined by CIL. Costs associated with the course are covered by CIDA.

HOW WILL INTERNS BE SELECTED?

Candidates are assessed based on their rationale essay, application form, letter of recommendation and interview. The Forum also gives the host organization the opportunity to speak with the candidate by telephone as appropriate. A copy of his or her résumé is sent to the host organization prior to the interview. The Forum will then make its final selections in collaboration with host organizations.

COMPENSATION

Each intern receives a taxable monthly stipend to cover his or her living expenses for six months abroad. The Forum covers each intern's travel to the briefing and debriefing sessions and to the overseas placement, as well as his or her accommodation expenses while in Ottawa. Selected interns are responsible to cover the cost of emergency health insurance and vaccinations. Please note: Travel to and from Ottawa for interviews is not covered by the Forum.

HOW CAN I APPLY?

Please complete the attached application form and submit it along with your résumé, rationale essay, and reference letter no later than **midnight 06 July 2007**. Applications will be accepted by e-mail (preferred), post mail or fax.