

## Jersey Overseas Aid and HelpAge International – Programme Associate Placement 2021-22

### Introduction

Jersey Overseas Aid is once again teaming up with one of its most trusted and professional NGO partners to offer a unique opportunity to residents of Jersey<sup>1</sup>. This one-year fully-paid role is intended to give someone the opportunity to launch a career in international development, one of the most challenging and rewarding professions available.

The main goal is to equip the successful candidate with the skills and experience necessary to enable them to take frontline roles with international relief and development organisations. Breaking into the sector can be difficult, though, and getting your first field posting even more so. This 12-month placement has been designed to make you genuinely employable at the end of it. It's not a taster for those who think they might possibly be interested; it's not something nice to add to the CV before you move into something unrelated; and you won't be doing any photocopying or tea-making. It's a serious opportunity, for which we are seeking serious candidates.

This is the fifth annual internship opportunity JOA has launched. The first three successful candidates are all employed in the development sector with the fourth currently in the UK with a partner organisation as part of the scheme. Over time, the goal is to build up a cadre of Jersey-connected development professionals working for different agencies around the world. As well as being a life-changing launch pad for several fortunate individuals, this will help translate the huge support for charity and philanthropy on our Island into concrete assistance for the world's poorest and most vulnerable people.

### The Placement

Although JOA and HelpAge International reserve the right to alter it, depending on their needs, your own circumstances, and the current status of Covid-19, the schedule below shows the likely shape of the 12-month placement.

**Months 1-2:** The first two months of the internship will be spent in JOA's office in St Helier. Working in our small team and reporting to the Head of Programme, you will learn about our aid programme and how it's managed. You'll become familiar with several of the different development and emergency projects we support, and see how we select, launch and oversee new grants. The goal is to give you an overview of the sector, some familiarity with project terminology and documentation, and an understanding of what motivates and concerns a donor.

---

<sup>1</sup> You must be legally entitled to live and work in Jersey, by virtue of birth or length of residency, under the Regulation of Undertakings and Development Law.

**Months 3-6:** You will move to London, and work in HelpAge International's HQ in Tavistock Square. You will be assigned a mentor, who will oversee and guide your learning process, but you will have the opportunity to work in several departments, depending on your existing skills and experience. These may include:

- **Global Impact Department (GID):** GID manages development, humanitarian and advocacy programmes and coordinates closely with HelpAge's country offices, network members, and partners to support programme development and implementation. The role of GID is twofold: to achieve positive impact on well-being, dignity and the voice of older people by inspiring a movement for change, through implementing our support, convening and thought leadership roles; and to lead, advocate and partner on initiatives that support and transform systems, challenge attitudes and social norms, and influence laws, policies and practice at national, regional and global levels. The GID is made up of 6 global teams, as follows, with team members located both in the UK and across HelpAge's countries and regions, and you will have an opportunity to learn about these different areas of work:
- **Healthy Ageing:** the team's ambition is to promote healthy ageing for all older people to enable them to enjoy wellbeing and dignity at all ages. In line with WHO, HelpAge understands healthy ageing as being about enabling people to continue to do the things that matter to them as they age. The team's work is therefore not solely about working within health and care systems or service provision, but covers a much broader and deeper effort to address social determinants of health and wellbeing. The team therefore works with colleagues across HelpAge to ensure an integrated approach to healthy ageing, including on vaccine access, rights of older people, and the broader 'nexus' approach for healthy ageing. This coming year, the team is focusing on: broad based advocacy on healthy ageing at international, national and local levels; community-based approaches to healthy ageing; and development of universal, equitable, person-centred long-term care systems. The team also hosts HelpAge's Human Rights Policy Adviser who works across all GID teams. Team members are currently based in Thailand, Spain and Kenya.
- **Income security:** this team works towards a world where all people regardless of their position in society, gender, disability or working history have guaranteed and adequate incomes in older age through rights-based social protection systems and pensions. It recognises the importance that work can have for older people's income and wellbeing, and therefore advocates for systems and attitudes that enable older people to choose to work, start their own business, and access financial services without discrimination. The team aims to ensure that all older people who want to are supported to access decent work that provides a fair income, safe working conditions, equal opportunities and treatment, social protection and space for personal development. This year, the team will advance three priorities: advocating for the expansion and improvement of social pensions and social protection for older

people during crises; generating evidence on the feasibility and impacts of social protection for older people; and conducting research on older people's incomes, access to financial services, and work, to better support their participation in economic life. Team members are currently based in the UK, Thailand, Kenya and Georgia.

- **Inclusive Humanitarian Action:** this team works towards building a world where all older people's rights are upheld in emergencies and where they can access humanitarian aid with dignity and in safety. Working through HelpAge's partners, the team delivers age-inclusive humanitarian preparedness and response initiatives that ensure older people are protected, feel safe and have full access to humanitarian assistance. It aims to build HelpAge's reputation as the technical partner of choice within the private and INGO sector for age-inclusive humanitarian action. It leads work to assess and strengthen humanitarian capacity and interventions across the HelpAge network to prepare and respond to the needs of older men and women in humanitarian responses. It also takes forward HelpAge's engagement with external stakeholders to ensure commitments to and accountability for the delivery of age inclusive humanitarian policy, standards and practice. To this end, the team supports four key activities: advocacy at local, regional and global levels to enhance inclusion in humanitarian responses and working with governments to strengthen accountability for inclusion in the humanitarian system; research and assessments to understand how older people's rights are affected in crises and the barriers they face accessing support; design and implementation of inclusive programmes to demonstrate how older people's rights can be upheld in crises; and providing technical advice and support to other agencies so that they can improve inclusive practices in their programmes. Team members are currently based in the UK and India.
- **Society For All Ages:** this team works to promote inclusive environments and communities, inclusive of all ages, where older people feel connected and can participate equally as they wish. It does this primarily through work on *Voice* and *Inclusion*.

*Voice* work aims to promote older people's ability to speak out on issues affecting them, to claim their rights, and participate meaningfully in decision-making that affects their lives. Core to this is the support and development of Older People's Associations and platforms, including our Age Demands Action campaign platform, as a means of strengthening links between older people, communities, service providers and authorities, and representing the voice of older people to policy makers.

*Inclusion* work involves supporting efforts that remove barriers to participation, strengthen inclusive access to services for older people and older people with disabilities and promote age-inclusive data systems that advance older people's

rights and help track implementation and hold actors to account. The team also hosts HelpAge's work on gender policy, which currently focuses on bringing ageing and gender equality issues facing older women and men into global platforms for advancing progress towards gender equality. This year, the team is focusing on expanding existing UN partnerships to advocate for age-inclusive data, policies and practice that enhance the voice and rights of older people, including in response to the impacts of COVID-19. It is also exploring new partnerships and donors for expanding HelpAge's work to strengthen older people's voice and inclusion, including through intergenerational approaches to tackling ageism and supporting older people's actions on climate change. Current projects include working with local partners on low-cost age-friendly community interventions in Latin America and researching population ageing policy interventions that adopt a life-cycle approach in Asia-Pacific countries. Team members are currently based in Germany, Thailand, Uganda and the UK.

- **Regional representatives:** This team comprises 5 Regional Representatives for Africa, Asia, EME, LAC and Europe – all based in their respective regions – and is responsible for ensuring strong regional roots in our Focus Area portfolios, enabled by collaborations with network members, partners and others. It brokers new collaborations across regions within portfolios to ensure effective partnership relationships and takes forward convening, support and thought leadership on ageing issues at regional, sub regional and national levels, through facilitating representation at regional, sub-regional and national levels, including through direct participation of older people. Team members are currently based in Thailand, Jordan, Kenya Colombia and the UK.
- **Localisation:** the Localisation team's ambition is to strengthen civil society voices at local level. To this end, the team is responsible for delivering the transition of HelpAge's presence at country level (localisation) through initial country reviews, identification of localisation model to be followed in each case, then overseeing implementation across the 13 countries currently with a HelpAge office. It also oversees management of country operations and programmes until localisation is complete, and manages regional, multi-country or global projects that lie outside those contributing to the four (above) focus areas, which are managed by Portfolio teams. Team members are currently based in the UK, Pakistan and Jordan.

**Months 7-12:** After appropriate security training, you will be sent on a posting to a developing country to work on one of HelpAge International's development or relief projects. This might be the JOA target country where HelpAge has an office (Ethiopia), or possibly somewhere different, depending on their current needs and yours. Its programmes are incredibly diverse, from running unconditional cash transfers in emergencies, to working with governments to strengthen health systems and roll out universal social pensions. As well as the direct implementation of development and humanitarian programmes, the work involves serving as a secretariat to a global network of like-minded charities.

The goal is to give you genuine field experience in managing projects and in working with people, organisations and institutions in developing countries. By a couple of months in you should be adding genuine value to HelpAge's incredible work, and by the end you should be applying for jobs in the sector.

**Please note, however, that recent internship placements have been disrupted by the Coronavirus pandemic. While every effort will be made to ensure you gain field experience, JOA and HelpAge cannot guarantee that they will be able to send you abroad. Should this prove to be the case, an alternative training and development schedule will be agreed to try to give you as much exposure as possible to project delivery and management.**

## Requirements

There are few specific requirements for this role, you will ideally need at least a Bachelor's degree as nowadays it is almost impossible to have a career in development without one but significant, relevant experience may substitute (if in doubt please do get in touch). Recent graduates and career-changers are equally welcome, and there is no age limit. However, we need to find someone who can make the most of this fantastic opportunity. Naturally, enthusiasm for a career in development is a must, but we'd also like to see evidence of work or volunteering that might be translated into useful skills for a development organisation. This might involve people or project management, or experience in health care, education or advocacy.

You'll also need to show that you're able to successfully manage a full and varied workload; work with people and teams of different ages and backgrounds; have excellent written, verbal and presentation skills; and be proficient using IT. Some experience of travelling or working in developing countries is also desirable. You must be prepared, of course, to move to a developing country for at least six months, and be aware that this placement will not include a paid trip home during that period (although you can almost certainly self-fund one).

If you're selected, we'll expect you to blog about your learning a couple of times a month, and generally to be a great ambassador for Jersey.

Whilst we are confident the overseas placement will take place, if travel is not permitted due to the Covid travel restrictions JOA and HelpAge will supplement months 7-12 with an accredited and relevant course in development and/or humanitarian aid.

**You must be entitled to live and work in Jersey, having been born or spent at least five continuous years on the Island.**

## Salary, Terms and Conditions

There are too many unpaid roles in international development, which restricts entry to those who can afford to work for nothing. Therefore, we have designed this scheme to ensure that you need not be out of pocket to participate. You'll be compensated at a rate of £22,000 for the year, including a stipend to cover rental and subsistence costs while on placement in the field. We'll also pay you an additional allowance of £800 / month for the four months you'll be in London to contribute towards your accommodation and travel. You'll be entitled to 25 days paid holiday over the year, plus national holidays. The normal working week will consist of 35 hours, but occasional flexibility will be required at evenings and weekends.

There will be formal a review of your progress half way through the placement, as well as regular contact between your mentor, your manager in the field placement and the Director of JOA. If any of these key people feel that you are not making the most of this opportunity, you may be asked to leave the programme.

## Application process

Please send a CV and a covering letter outlining why this internship is the right choice for you to [r.carlotti@joa.je](mailto:r.carlotti@joa.je) by Friday 27<sup>th</sup> August 2021. Please clearly mark your application '**JOA Programme Associate**' in the subject line of the email.

Shortlisted candidates may be asked to complete a brief written exercise, and then invited to interview in September. The final selection will be a joint decision between JOA and HelpAge International.

The plan is for the internship to begin in **November 2021**, with some flexibility possible for the right candidate.