



Jersey Overseas Aid & Street Child Programme Associate Placement 2022-24

Introduction

Jersey Overseas Aid is once again teaming up with one of its most trusted NGO partners, Street Child, to offer a unique opportunity to residents of Jersey¹. This 18 month 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 18-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 sixth annual internship opportunity JOA has launched. 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 Street Child 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 18-month placement.

Months 1-6: The first sixth 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.

¹ 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 7-12: You will move to London, and work in Street Child's head office in London. 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:

- supporter engagement and community outreach
- event participant support & management (for events & sponsored challenges);
- data management and administration
- researching – donors, programmes, fundraising
- proposal drafting, design and writing.

Months 13-18: After appropriate training, you will be sent on a posting to a developing country to work on one of Street Child's development or relief projects. This might be the JOA target country where Street Child has an office or possibly somewhere different, depending on their current needs and yours. In this placement you will have the opportunity to work closely with Street Child's Programme / M&E managers and develop a good understanding of the programme delivery cycle. The associate will be tasked with report writing, data gathering and providing key project support to the team. You'll be learning through doing at all stages of this placement.

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 Street Child'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 Street Child 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.

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 £23,000 per annum for the programme. We'll also pay you an additional allowance of £850 / month for the six 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 halfway through the placement, as well as regular contact between your mentor, your manager in the field placement and Head of Programme at 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 by 12th August 2022. 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 August. The final selection will be a joint decision between JOA and Street Child.

The plan is for the internship to begin in **October 2022**, with some flexibility possible for the right candidate.