

### **Youth Leadership Course (YLC) Intern:**

Indicorps is launching the final Youth Leadership Course (YLC) on June 15, 2013. YLC is a program that encourages young men and women (ages 18 – 25) to actively contribute to the vision and development of Ahmedabad through providing a platform through which youth can develop professional skills, deepen self understanding and foster teamwork capabilities. This five-week course provides a strong introduction and catalyst for greater community action. Participants commit 15-20 hours per week for interactive in-house sessions and field-based service.

Indicorps seeks an organized, disciplined and creative individual preferably with experience in youth development, event planning and facilitation to recruit youth as well as assist in development and facilitation of the final Youth Leadership Course in June 2013.

*Responsibilities will include, but are not limited to, the following:*

- Increase awareness about YLC and recruit participants through presentations at colleges, interaction with youth groups around the city, and previous YLC participants
- Participate in the interview process for selection of students
- Document YLC through photos, video, blogs and articles
- Update, create and facilitate new sessions on building leadership through team games, group discussion, and debates on current topics and development issues
- Invite relevant speakers and facilitate interaction with YLC participants
- Organize site visits to NGOs and institutions around Ahmedabad
- Coordinate logistics for Orientation, Action Items, Slum Community Stay and Closing Ceremony
- Assist with administrative duties at the Indicorps office

### **Requirements:**

- Ability to understand and express Indicorps' vision and values framework will be critical
- Fluency in English
- Background in Gujarati or Hindi strongly preferred
- Knowledge of or experience with putting together conferences, workshops, or leadership activities for youth
- Ability to inspire others to become more effectively involved in their communities
- Creative and passionate about facilitating meaningful leadership
- Excellent communication and relationship-building skills
- Energetic, enthusiastic team player

### **Length of Internship:**

6 weeks beginning either June 1<sup>st</sup> or June 14<sup>th</sup>

*Logistics* –The internship will end on 24 July 2013 (exceptions must be cleared prior to acceptance). Depending upon the degree of engagement with YLC, and understanding of Indicorps, the intern may have the opportunity to participate in Workshop IV (July 25-31) with the Indicorps 2012 Fellows, if the intern is interested. Internships are unpaid. As this is an internship dedicated to leading the Youth Leadership Course, the schedule may vary with the typical 40 hour work week spread across Monday through Saturday with an Action Item on Sunday. It is necessary to clear any leave before the internship begins.

*Documentation* – Interns will be required to provide weekly assessments about the progress and development of his/her project. Writing opportunities will provide time to reflect on the internship as well as contribution to service in India. Interns will be asked to write a short close-out document regarding the project and learnings.

**To apply for the Indicorps Youth Leadership Course internship**, please send a cover letter, resume, and writing sample to [outreach@indicorps.org](mailto:outreach@indicorps.org). Please indicate in your subject line that you are applying for the “Indicorps-Youth Leadership Course Internship.”

Indicorps will be interviewing and accepting candidates on a rolling basis.

## FAQ's

### **ELIGIBILITY REQUIREMENTS**

#### **Do I need to be of Indian origin to apply for an Indicorps internship?**

No. It is not necessary for you to be of Indian origin to serve as an intern with Indicorps.

#### **Do I need a special visa?**

Since the internships are less than 6 months and unpaid, you should not need a special visa to volunteer at Indicorps; a tourist visa should suffice.

#### **What are the qualifications for being an intern with Indicorps?**

Indicorps seeks creative, energetic people, who are open-minded, and committed to adding value and pushing their own limits. The Indicorps Internship Program evaluates applicants based on their interest in social service, organizational skills, qualifications for the internship for which they have applied, and a willingness to understand India's development. Indicorps will consider applicants currently in college and above.

#### **Is there a language requirement?**

Intermediate knowledge of spoken Gujarati or Hindi is required for the YLC internship.

### **APPLICATION REQUIREMENTS**

#### **What should I include in my cover letter?**

In the cover letter, please include your reasons for wanting to join the Indicorps internship and why you would be able to contribute in a unique manner. Please highlight any skills or experiences that are not included in your resume.

**How many references do I need to submit and who should they be from?**

Please list two reference contacts at the end of your resume, with their current post and affiliation to you. Please note that you do not need to submit reference letters. If you are short-listed as a candidate, we will contact your references. You should list reference contacts that can speak to your interests, work-style, abilities and skills. Ideally, this should be a peer or leader with an organization you have been affiliated with, a work-related supervisor, or a mentor. You are discouraged from listing friends and family as reference contacts.

**What type of writing sample should I submit?**

You should submit a short writing sample that is either an article you have written, a blog post, speech, personal statement or academic paper. The writing sample should be professional or academic in nature- rather than a creative fictional piece.

**INTERNSHIP DETAILS****Will there be an orientation to the internship?**

There will be a one-day orientation in the Indicorps office on the starting date of the internship.

**Where will I be based?**

All Indicorps internships will be based in Ahmedabad at the Indicorps office.

**Where will I live?**

You will have to find your own housing during the internship period. You are encouraged to find housing arrangements with relatives or friends. If you do not have family or friends in Ahmedabad with whom you can stay for the duration of the internship program, the Indicorps team will do their best to assist you in finding affordable housing.

**What is my work schedule? Will I be allowed to take vacations?**

Intern will have a varying schedule given that YLC is a 7 day/week program. The work week will consist of no more than 40 hours per week.

Due to the short nature of the internship, personal vacations are discouraged. Should you wish to travel, you are encouraged to do so before your internship begins or immediately following. If it is mandatory for you to take personal days during the internship period, please discuss this with us before the internship begins.

**Is Indicorps closed on holidays?**

Indicorps is closed for four days over Diwali, otherwise the office remains open throughout the year.

**Will I have the opportunity to do any fieldwork?**

The YLC internship is unique in that there is ample opportunity to be involved in the field work alongside the YLC participants. You may also choose to volunteer with a local NGO when you are not engaged in your project.

**What are the financial arrangements?**

The YLC internship is unpaid.

**What about educational loans?**

The principal balance on all US federally-issued loans, William Ford loans, direct Stafford/Ford loans, direct unsubsidized Stafford/Ford loans, direct PLUS loans, and direct consolidated loans can often be deferred. Many loans in other countries also have deferment options. Depending on the type of loan, interest payments may also be deferred. Please consult the lender directly to determine specifics for loan deferment. Generally, most educational loans have deferment options for low-income or voluntary work; Indicorps can provide documentation regarding income and your volunteer status.

**What happens if I get sick?**

All interns are liable for their own health and healthcare for the duration of their internship(s) in India. Indicorps will assist you in finding local doctors and organizations for appropriate medical treatment when needed. Indicorps encourages interns to consult their family doctor and take appropriate precautions, i.e. immunization shots, malaria pills, and drinking bottled or boiled water.

**What about health insurance?**

Indicorps recommends that interns purchase international health and medical insurance that will cover major capital expenses and repatriation to their country of residence in case of major illness during the internship.

**INTERNS AND THE INDICORPS FELLOWSHIP****Will I have an opportunity to interact with Indicorps Fellows?**

Yes, you will have the opportunity to interact with Indicorps Fellows that are based out of Ahmedabad, and depending on your engagement with YLC, you may have the opportunity to join the Indicorps 2012 Final Workshop.

**Can I apply for an Indicorps Fellowship if I have served as an intern previously?**

This year marked Indicorps' final Fellowship Cohort as we transition into a two-year reflection period. Please check out our [website](#) for more information. For those interested in volunteering in India, we can assist with finding an organization to volunteer with.

**How can I learn more about Ahmedabad before arrival? Is it safe?**

The Indicorps office is located in Navrangpura, a lively section of the city, on Ashram Road in between the Government Income Tax offices and the Times of India Building. The Indicorps office is in easy walking distance to local bookstores, food vendors, grocery and vegetable sellers. For more information about Ahmedabad, please visit the Gujarat Tourism Board website ([www.gujaratindia.com/](http://www.gujaratindia.com/)).

**Will I need to bring a laptop? What about a cell phone?**

You do not need to bring a laptop, Indicorps has a desktop which you can work off of. Cell phones can be obtained in India fairly easily. The Indicorps team can provide the necessary paperwork to help you obtain a SIM card and handset. Should you already have a cell phone that can function with a SIM card, it would be beneficial to bring it.

**Is the YLC Internship essentially a shorter version of the Fellowship?**

No, the YLC Internship program is not an abbreviated version of the Fellowship. The Fellowship program offers a minimum year-long innovative pre-defined grassroots field-based projects for young Indians to reconnect with India, build leadership capacity, and understand firsthand what it means to "be the change." As an intern, you support the backbone of Indicorps, strengthening organizational capacity and growing initiatives. Summer internships are 6 weeks in length. Interns need not be of Indian origin.

Interns will be based at the Indicorps office in primarily an office-based setting. Nevertheless, the Indicorps space encourages you to be innovative and challenge yourself to contribute in a constructive manner. You will have the opportunity to interact with and learn from many people in the development sector in India. While not a field-based internship, you will serve a critical role in supporting YLC participants, encouraging others to serve, and effecting change.

**REPRESENTING INDICORPS**

Please note your time in Ahmedabad with Indicorps makes it imperative for you to understand and align with Indicorps values and philosophy. We suggest you thoroughly read the Indicorps Handbook before applying as it will be applicable to your internship.