



Applicant Information LifeCycles 2003 Youth Internship Program

LifeCycles is a non-profit organization, which works to cultivate awareness and initiate action around food, health, and urban sustainability. LifeCycles is looking for 2 youth interns to work on its international internship program, Building Bridges, with its partner organization, ACTAF, in Havana, Cuba. The Canadian International Development Agency's- International Youth Internship Program funds these positions.

Building Bridges is a project that facilitates international and environmental development objectives of partner organizations in Canada and Cuba, supports organizational partnership building, and provides Canadian youth with skills development and valued international work experience that can be applied to the Canadian Job Market. Building Bridges will provide two youth interns with direct experience working on sustainable development projects that implement environmental technologies for organic waste recycling and urban agriculture.

TERM: Aug 14th to Sept 15th, 2003 – Orientation in Victoria, BC
Sept 15th, 2003 to Feb 15th, 2004- Placement in Havana, Cuba
Feb 15th to Feb 28th, 2004- Debriefing/Reporting in Victoria

RENUMERATION: Travel and training costs will be covered and a small stipend provided to cover living expenses.

PREREQUISITES: Must be eligible to work in Canada, be under the age of thirty, be a university or college graduate, and have not been a previous participant in a federal Youth Internship Program (CIDA requirements)

Application Process:

- 1) **Read ALL of the information below:** job descriptions, requirements and application information.
- 2) Send Resume and Cover Letter (**see below for format required**) to:

Jacinda Fairholm. LifeCycles. 527 Michigan Street, Victoria, BC. V8V 1S1
or email to international@lifecyclesproject.ca

Deadline for applications-	July 15 th
Interviews-	July 21-24 th
Decisions-	July 25 th

Thank you for applying. **Only short-listed candidates will be contacted** to arrange an interview.

Description of Program:

The two successful candidates will start at LifeCycles in August. You will spend the first week in a pre-departure training session with interns from other organizations. The following few weeks will consist of general orientation to LifeCycles Programs, the International Projects you will be working on, and begin preparations for your internship. During the first month you will be responsible for making your travel arrangements, preparation of general logistic details including vaccinations and passports, and conducting research for your position.

During the middle of September you will travel to Cuba with the Coordinator of International Projects where you will be oriented to the project, the partners and life in Cuba. You will receive specific orientation to your position and then will spend the following 5 months working with the partners. Upon completion of your internship you will be required to return to Victoria to participate in Debriefing, complete your final reports and provide a presentation on your work experience in Cuba.

Internship Postings:

We are looking for two young professionals for the following positions.

1. Eco-Tourism and Volunteer Outreach Intern

As part of its mandate to be a National reference center, ACTAF is increasingly being recognized by an international audience. The Eco-Tour and Volunteer Outreach Intern will support ACTAF in developing its international outreach program. The Intern will explore possibilities for ACTAF to support volunteer work placements and to host large numbers of international delegates for learning purposes. The intern will be responsible for supporting research, compiling orientation packages, setting up visits of foreign delegations, and consult with ACTAF in adapting its short training courses for a foreign audience. The Intern will also support networking opportunities international funding.

Duties:

- Assist ACTAF to adapt its presentations and learning resources for an international audience
- Creating volunteer manuals and a compendium of needed volunteer positions
- Conducting outreach to potential Volunteers and Eco-Tour participants
- Supporting research for International Delegation visits
- Working with ACTAF to update its outreach materials and presentations, including Spanish-English translations
- Supporting the ongoing development of the education features and the Urban Organic Farm Center
- Prepare a public presentation with the other intern on the projects underway in Cuba
- Work with Lifecycles' International Committee to develop long-term global education program around Urban Agriculture
- Support LifeCycles International Committee in partnership development initiatives, workshop development and delivery

Qualifications Required:

- Ability to work in Spanish language (fluent or near-fluent)
- Practical experience in urban organic agriculture principles and organic waste recycling
- Experience with food security issues (organic agriculture, global food trade, importance of urban agriculture)
- Experience coordinating or supporting volunteers
- Experience facilitating tours an asset
- A university degree related to urban agriculture and community development
- Experience working on community development initiatives
- A commitment to working towards just and sustainable food systems
- Excellent communication skills
- Ability to plan and work independently
- Flexibility and ability to work in cross cultural contexts

2. Community Outreach Facilitator

The Community Outreach Facilitator will focus on incorporating community members and groups into the Farm Project. The intern will be responsible for developing and delivering workshops on creating small home or school garden plots, on nutritional health and on organic vegetable care. Working with the community kitchen the Intern will facilitate the incorporation of local women into the food preservation and processing workshops and micro-enterprise activities. The Intern will also work with local youth and school groups to incorporate the school garden program into the Farm.

Duties:

- Work with the Community Kitchen group to draw in community members, develop workshops and facilitate sessions on nutritional health, food processing and preservation, and vegetarian cooking. Advise the community kitchen group on further micro-enterprise activities
- Develop workshops (adapted from LifeCycles Canadian education program) on small space organic food production to deliver to the local school and youth groups
- Work with the ACTAF Executive committee to develop its community outreach strategy
- Facilitate a youth groups participation in farm apprenticeship
- Prepare a public presentation with the other intern on the projects underway in Cuba
- Work with Lifecycles' International Committee to develop long-term global education program around Urban Agriculture
- Research Urban Agriculture Models and Examples, locally and internationally
- Support LifeCycles International Committee in partnership development initiatives, workshop development and delivery

Qualifications Required:

- Ability to work in Spanish language (fluent or near-fluent is absolutely essential)

- Practical experience in concepts of micro-enterprise development or community economic development.
- Practical experience in urban organic agriculture principles
- Experience with food security issues (organic agriculture, global food trade, importance of urban agriculture)
- A university degree related to urban agriculture and community development
- Experience working on community development initiatives
- A commitment to working towards just and sustainable food systems
- Excellent communication skills
- Ability to plan and work independently
- Flexibility and ability to work in cross cultural contexts

Things to consider when applying for these positions:

What should I expect?

This is not a summer camp, nor an exotic foreign placement. You will be working with a highly skilled, motivated non-governmental organization under difficult conditions and you will be expected to perform to the best of your ability. You will be given some training to carry out urban sustainability work, and you should expect to spend a very full six months. After your internship you will have solid, employable skills. You will be working as a team with one other intern. You can expect long hours, lots of job satisfaction and friendships that will last a lifetime. The financial compensation is minimal but the experience is invaluable.

What to include in your application:

Think about what relevant experiences you have had. What difficult or challenging group situations or places have you been in? Include them in your resume or covering letter. These are more important than you may think. Believe it or not a lot of people are searching for this kind of experience so prove to us that you are the right person.

Tell us why you are interested in sustainable living issues. Why you are interested in the developing world and the environment? Why do you really want this internship? If you cannot make it clear on paper don't expect us to figure it out. We are looking for highly motivated individuals... are you in that category?

Other questions to consider: Why are you interested in leaving the comfort of home, friends and family and venturing into the unknown? What do you hope to gain from going overseas? What sort of experience do you have in working in cross-cultural situations? Here in Canada, or in the past, have you lived or worked closely with people from different cultural backgrounds? What did you learn from this experience?

How much structure and support are you looking for in an organization? Are you a do-it-yourselfer or would you rather someone else arrange logistics for you? How open are you to adventure and unplanned events?

Do some simple research... there is plenty of materials available on Cuba and if you are granted an interview we will expect you to know something about the subjects you will

be dealing with. If you know something about the project you have a much stronger chance of writing an appropriate resume.

If your application is successful and you are interviewed:

Get on the Internet and read about Cuba, have an understanding of the socio-political context and its impacts before you are interviewed and know that others WILL prepare. If you have no idea where you will be going don't expect us to want to send you there.

Be prepared to answer questions about what you hope to achieve in life, what are your aspirations and how this program fits in to that picture. Most of all be calm, confident and be yourself... we expect a lot but we are actually quite reasonable people and you can expect a lot from us. If you got as far as an interview it is because we already have confidence in you.