



## INTERNSHIP WITH Equitas – International Center for Human Rights Education SUMMER 2016

**POSITION:** Education Intern for Play it Fair!

**LOCATION:** Montreal

**DESCRIPTION OF THE HOST ORGANIZATION:** Equitas - International Centre for Human Rights Education is a non-profit, non-governmental organization engaged in human rights education (HRE) programs in Canada and across the globe. For the last 45 years, Equitas' programs have assisted thousands of individuals, civil society organizations and government institutions to participate effectively in human rights debates, to challenge discriminatory attitudes and practices, and to advance important policy and legislative reforms that enhance the promotion, protection and respect of human rights.

**INTERN'S DUTIES & RESPONSIBILITIES:** Equitas has been developing innovative human rights education tools and programs that develop awareness and encourage participation of children and youth since 2004. Currently being implemented in non-formal setting such as summer camps and youth organizations, programs with children and youth are now also being developed in formal sectors such as school and afterschool settings. Our Play it Fair! program uses fun and interactive activities to promote human rights values and intercultural harmony, and to combat discrimination.

Through our Play it Fair! program, each year, camp managers and staff are trained in how to use the Play it Fair! approach.

Play It Fair! and its toolkit uses a rights-based approach to equip camp staff with the knowledge and skills to promote human rights values such as inclusion and respect for diversity in the activities they organize with 6-12 year olds.

Since 2006, the Play it Fair! program was implemented in over 500 camps and organizations across Canada, reaching out to 500,000 children! In Montreal, Play It Fair! was implemented in over 100 sites, approximately 2,000 camp staff were trained and over 65,000 children participated in human rights education activities.

### **The Internship:**

The intern will contribute towards the achievement of Equitas' overall objective of promoting a culture of respect for human rights and diversity by supporting the implementation of the Play it Fair! program in day camps in Montreal. Working closely with key local partners, the intern will support the participating camps in their use of the Toolkit and will conduct a number of follow-up evaluation activities, such as interviews, observation and focus groups, to monitor the impact of the program. The intern will also produce a final report detailing the results of the program implementation.

The intern will have the opportunity to develop her/his knowledge of recreation work, human rights, multiculturalism and educational methodology. The intern will also have the chance to acquire practical skills in program coordination, monitoring and evaluation activities, and program reporting.

### **Tasks and responsibilities:**

Prior to starting the internship, the intern will participate in an orientation session designed to equip the intern with the skills and knowledge to conduct the following activities. The intern will also participate in activities and regular meetings with Equitas staff in order to reinforce his/her capacity over the duration of the internship.

Reporting to the Play It Fair! Program Officer, the intern will be responsible for the following tasks:

- Provide support in the development and delivery of Play it Fair! training sessions
  - Provide support in the development of training content and educational materials
  - Assist in the organization and delivery of training sessions
- Support the implementation of the program in Montreal
  - Support the participating camps in their use of the Toolkit
  - Visit camps and conduct activities with children and/or staff using games from the Play it Fair! Toolkit
  - Establish and maintain relationships with day camp administrators in municipal or other community organizations, and with coordinators of the participating day camps to ensure their involvement
- Conduct activities to evaluate the program in Montreal

- Participate in the development of evaluation tools
- Conduct follow-up activities using questionnaires, interviews, focus groups, observation, etc.
- Produce a final report detailing the findings of the program implementation
- Program management
  - Enter contact data into a data base
  - Maintain on-going contact with Equitas staff, particularly the Play It Fair! Program Officer, concerning the progress of the program activities
  - Organize visits by Equitas staff to the participating sites
  - Complete a brief report on the internship experience
  - Perform such other tasks as required for the success of the program

#### **HOST ORGANIZATION REQUIREMENTS:**

- University studies in a relevant field: Political Science, education, psychology and/or other social sciences
- Experience working with children and youth, preferably in a non-formal setting such as camps, youth clubs, etc.
- Commitment to the promotion of human rights and multiculturalism
- Knowledge of and experience with research / evaluation tools (questionnaires, interviews, focus groups, etc.)
- Excellent verbal and written communication skills in French and English are necessary.
- Must be an autonomous self-starter with strong organizational skills
- Computer literacy in database management and Microsoft applications is an asset

*The intern's duties and projects may not be as listed. These will depend on the needs of the host organization.*

**HOURS:** Full-time, normally 35-40 hours per week.

**REMUNERATION:** If the internship is unpaid, successful applicants may be eligible to apply for Faculty of Arts Internship Awards. See <http://www.mcgill.ca/arts-internships/awards/apply> for more information.

**HOW TO APPLY:** Students must complete the online Arts Internship Application Form <http://www.mcgill.ca/arts-internships/find/mcgill/online-application-form-arts-internship-office-internships>

#### **Application Deadlines:**

Deadline AIO internships Canada & US: February 1, 2016

**All internships will run for twelve weeks from May 9<sup>th</sup> to July 29<sup>th</sup>, 2016.**

#### **ELIGIBILITY:**

- McGill Faculty of Arts student completed 60 credits
- Minimum CGPA of 2.7
- Returning to McGill in the fall following the internship
- Students must fulfill Faculty of Arts requirements as outlined in the Handbook for Interns at [www.mcgill.ca/arts-internships/forms](http://www.mcgill.ca/arts-internships/forms)

**COSTS:** The intern is responsible for all costs associated with the internship including transportation, accommodations, etc.

**TRAVEL ARRANGEMENTS:** Preparing travel arrangements to/from the internship host community is responsibility of the intern.

**ACCOMMODATIONS:** Finding suitable lodging during the internship is the responsibility of the intern.

#### **Please Note:**

Only short-listed candidates will be contacted. At that time, you may be asked to come in for an interview.

The Arts Internship Office will then transmit the selected applications to the host organization, which will ultimately be responsible for the selection of the candidate(s).

#### **WORKSHOPS:**

Successful candidates are required to attend the following sessions:

- Faculty of Arts Interns Meeting (All internships)
- Cross-Cultural Workshop (Internships outside of Canada, the U.S & Europe)
- International Travel Pre-Departure Session (Internships outside of Canada, the U.S & Europe)
- International Internship Debriefing Session (Internships outside of Canada, the U.S & Europe)
- Success in a Professional Environment (Internships in an office setting)