

INTERNSHIP OPPORTUNITY WITH Women of Uganda Network (WOUGNET) in Kampala, Uganda SUMMER 2015

POSITION: Gender and ICT Policy Advocacy

LOCATION: Kampala, Uganda

DESCRIPTION OF THE HOST ORGANIZATION: Women of Uganda Network (WOUGNET) is a non-governmental organization initiated in May 2000 by several women's organisations in Uganda to develop the use of information and communication technologies (ICTs) among women as tools to share information and address issues collectively. WOUGNET's vision is a society in which women are empowered through the use of ICTs for sustainable development. Our mission is to promote and support the use of ICTs by women and women organisations in Uganda, so that they can take advantage of the opportunities presented by ICTs in order to effectively address national and local problems of Sustainable National Development. WOUGNET activities are conducted under four program areas: Information Sharing and Networking; Technical Support; Gender & ICT Policy Advocacy; and Institutional Development

Gender and ICT Policy advocacy aims at advocating for the integration of gender issues into ICT Policies and programs. Presently, WOUGNET has over 100 women organisations as members, the majority are in urban areas and/or district towns where there is some Internet access and a few in rural areas. Over the period 2014 – 2018, WOUGNET's overall goal is that women and women's organisations be strategically and innovatively able to use ICTs for sustainable development.

INTERN'S DUTIES & RESPONSIBILITIES:

- Implement activities and projects under the Gender and ICT Policy Advocacy program
- Review policy documents and support writing of policy briefs on gender and ICT policies
- Organize advocacy meetings and workshops for the gender and ICT Policy Advocacy Program
- Collect, document and disseminate advocacy information/materials
- Participate in undertaking research using the Gender Evaluation Methodologies
- Produce and contribute articles for the WOUGNET Newsletter, website and other WOUGNET ICT Platforms
- Document experiences of using ICTs for Development by women Meet and/or channel requests from WOUGNET members/partner and other organizations for assistance and advise regarding gender related issues
- Make monthly activity reports on gender and ICT Policy Advocacy activities undertaken that will form a basis for WOUGNET annual reports
- Participate in assessing the impact of gender and ICT Policy Advocacy Activities
- Represent WOUGNET at national meetings/workshops and write reports for sharing and dissemination
- Contribute to proposal writing in particular to raise funds for the Gender and ICT Policy advocacy program.

MCGILL UNIVERSITY REQUIREMENTS:

- 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
- U2, U3 or graduate (MA, PhD) McGill Faculty of Arts or Faculty of Education student
- Minimum CGPA of 2.7

HOST ORGANIZATION REQUIREMENTS:

- Knowledge of gender and development, ICTs, and mainstreaming
- Exposure and experience in using ICTs for development
- Advocacy and lobbying skills
- Ability to work in partnerships
- Academic- Students with academic background in Information technology, Gender/Women empowerment, community development, Agriculture and rural development, computer science, accountancy, research and project management and development, human rights, Governance and accountability, Entrepreneurship etc – would be a good fit for WOUGNET
- Computer and/or technical skills – Excellent computer skills.
- Interpersonal skills – Good communication skills, ability to learn and share experiences with WOUGNET Staff, capacity to train and impart on knowledge to host's staff

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

DATES: The intern can expect to work twelve weeks from May 11th to July 31st, 2015.

HOURS: This is flexible depending on activities, but is normally 35-40 hours per week.

REMUNERATION: 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.

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

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

ACCOMMODATIONS: The organization can assist successful applicants in finding accommodation near the internship office.

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>

and submit the following in person to Leacock room 307:

- Official McGill transcript printed in a sealed envelope (note: This must be ordered on Minerva at least two weeks in advance)
- A photocopy of your McGill ID

The AIO will only consider applications received from students' official McGill e-mail accounts

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).

If you feel you have experienced barriers which have had an impact on your academic performance and wish to highlight these to the selection committee, the documents or comments will be taken into consideration in the application process.

APPLICATION DEADLINE: November 24th, 2014

INTERNSHIP TRAINING MODULE: Successful candidates are required to attend all Faculty of Arts Interns Information Sessions and Workshops listed at: <http://www.mcgill.ca/arts-internships/calendar>. These include the mandatory AIO Interns Meeting held on March 12, 2015 for all AIO interns.

IMPORTANT INFORMATION FOR SUMMER INTERNSHIPS OUTSIDE OF CANADA:**WORKSHOPS:**

Successful candidates are required to attend the following sessions:

- Faculty of Arts Interns Information Session – Mid-March 2015
- Cross-Cultural Workshop – March 2015
- International Internship Experience Panel – April 2015
- University-Wide International Travel Pre-Departure Session – April 2015
- International Internship Debriefing Session – September 2015

HEALTH AND SAFETY:

All applicants should consult the Department of Foreign Affairs and International Trade Canada (DFAIT) Travel Reports for the internship host country prior to applying for this internship.

http://www.voyage.gc.ca/countries_pays/menu-eng.asp

Traveling, living and working abroad can involve certain risks to your health and safety that differ from your home country. These may include: crime, political/social instability, tropical diseases/infections, extreme weather conditions, poor infrastructure, etc.

The Arts Internship Office cannot guarantee the safety of any intern in their host country. It is up to the student to fully assess and prepare for any health or security risks that may be involved in pursuing this internship. Applicants are encouraged to discuss potential risks with their family prior to applying.

Applicants must ensure that they are physically and mentally capable of successfully completing an internship in the internship host country. The Arts Internship Office may request a doctor's attestation that an applicant is sufficiently healthy to complete an internship.

ENTRY REQUIREMENTS:

Interns are responsible for informing themselves of what entry requirements are required to visit and work as an intern in the internship host country. These may include a visa, work permit, passport valid for at least 6 months after entry, and proof of certain vaccinations.

The intern is responsible for acquiring all necessary documents in time for the beginning of their internship.

FOR MORE INFORMATION

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