

Internship Opportunities with The Synergos Institute Summer 2021

POSITIONS:	Intern in the departments: Programs (Philanthropy and Bridging Leadership); Human Resources; or Executive Office
LOCATION:	New York, NY (remote)
DESCRIPTION OF HOST ORGANIZATION:	<p>Synergos is a global organization that works to reduce global poverty by creating, promoting, and sustaining trust and collaboration among business, government, philanthropy, civil society, and marginalized communities.</p> <p>Since 1986, we've built systemic partnerships in areas such as health, nutrition, agriculture, and youth employment – creating opportunities for individuals and communities to thrive in 13 countries across Africa, Asia, Europe, Middle East, and the Americas.</p> <p>The Synergos approach is to cultivate bridging leadership: the ability to build trust.</p> <p>Bridging leadership is a style of leadership practiced by both individuals and organizations that is effective for building trust and collaboration among diverse stakeholders to address systemic challenges.</p> <p>Bridging leadership requires inner work to increase self-awareness, skills for social issue analysis such as systems thinking, and a high capacity for collaboration.</p> <p>For 30 years Synergos has both integrated bridging leadership into all of its programs, and helped train others to use and to teach bridging leadership skills.</p> <p>Synergos offers bridging leadership training that takes the participant through a series of interconnected steps, beginning with ownership and personal mastery of the issues to the creation of a collective vision and joint action to overcome obstacles and challenges. This process develops and enhances the capacity of leaders to be more resilient, think systemically and proactively collaborate.</p> <p>Founded in 2001 by Synergos Chair Peggy Dulany and her father, David Rockefeller, the Global Philanthropists Circle is a network of about 100 families from more than 25 countries who are committed to using their time, influence and resources to address issues of poor and marginalized communities. The Circle provides opportunities for members to advance their own philanthropic projects by drawing on the advice, experience, relationships, and collaboration of other members. Synergos also provides services in strategic planning and other topics to specific members and their families.</p> <p>Interns are welcome to participate broadly in Synergos activities, including all-staff meetings, staff presentations and meetings with external guests.</p> <p>Internships are available in the following departments:</p> <ul style="list-style-type: none"> • Programs (Philanthropy and Bridging Leadership) • Human Resources

	<ul style="list-style-type: none"> • Executive Office
DUTIES/RESPONSIBILITIES OF INTERN:	<p>To provide integral support to the Bridging Leadership (BL) program by:</p> <ul style="list-style-type: none"> • Completing research projects on BL projects and initiatives, developing research decks, presenting analysis and findings to the BL Manager and Managing Director • Assisting with the administration of day to day program activities • Collecting and entering research and data for the internal organization database • Creating content for social media channels and other communications materials
MCGILL UNIVERSITY REQUIREMENTS:	<ul style="list-style-type: none"> • Must be a McGill full-time undergraduate student, returning to their current registered faculty in fall 2021. • Must fulfill the Internship Offices Network requirements post-internship. For more information download the ION Intern Handbook on this page.
HOST ORGANIZATION REQUIREMENTS:	<ul style="list-style-type: none"> • College student interested in international affairs, philanthropy, public policy, poverty alleviation, social justice, nonprofit management, or related fields. • Committed to Synergos' mission and values. • Strong research, organization and presentation skills. • Excellent writing and communications skills. • Independent, proactive and able to work with minimal supervision. • Fluency in English; other languages are helpful to research prospects from specific countries, but not required. • Experienced in Excel, Word, PowerPoint. • Outstanding social media skills; experience with social media analytics tools preferred, but not required.
DATES:	12 weeks from May to August 2021
HOURS:	Full-time, 35 hours per week
REMUNERATION:	Successful candidates will receive an award, issued by the McGill Internship Offices Network, valued at \$6,000 CND
COSTS:	The intern is responsible for all costs associated with the internship including transportation, accommodations, visas, etc.
TRAVEL ARRANGEMENTS:	Preparing travel arrangements to and from the internship host community is the responsibility of the intern.
ACCOMODATIONS:	Finding suitable lodging during the internship is the responsibility of the intern.
HOW TO APPLY:	<p>Students must complete the online application form available on this site: https://www.mcgill.ca/internships/internship-application-form</p> <p>Include the following documents in PDF format:</p> <ul style="list-style-type: none"> • Cover letter, which clearly states goals and interests in serving as an intern. Letter should be addressed 'To whom it may concern' and be no more than one page in length; • In the Cover letter, you should indicate your department of preference (Programs, Human Resources, Executive Office) but should remain open to either position. • An updated curriculum vitae (1-2 pages). • Copy of unofficial transcript. <p>Applicants should use the following file-name format: firstname.lastname_hostorganization (ex.: james.mcgill_camfed.pdf). <i>Please note: If you are applying to a second degree at McGill and waiting for a response, you must hold a confirmation of acceptance by the application deadline and send it directly to ion@mcgill.ca</i></p>
APPLICATION DEADLINE:	February 15, 2021, 12PM (noon)
CITIZENSHIP 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



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	<p>include a visa, work permit, passport valid for at least 6 months after entry, and proof of certain vaccinations.</p> <p><u>The intern is responsible for acquiring all necessary documents in time for the beginning of their internship.</u></p>
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Please Note:

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

The Internship Office Network 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/comments will be taken into consideration