



“Youth in Action: Youth Empowerment and Leadership Development in Armenia”  
«Երիտասարդները գործելիս. Հայաստանում երիտասարդների զորեղացման  
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## GUIDELINE FOR FINANCIAL SUPPORT TO THIRD PARTIES

### Open Call for Paid Internship

#### ABOUT THE PROJECT

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“Youth in Action: Youth Empowerment and Leadership Development in Armenia” is a 3-year project co-funded by the European Union and the Konrad-Adenauer Foundation implemented together with the Youth Initiatives Centre (YIC), World Vision Armenia (WVA), and Media Initiatives Center (MIC).

The overall objective of the project is to increase meaningful youth participation in education, civil society, and in politics of Armenia. The specific objective strives to achieve that young people and youth NGOs are educated and empowered to participate in civic and public affairs in Armenia.

#### APPLICATION PROCESS

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##### Call Objectives and Expected Outcomes:

The Armenian branch of the Konrad Adenauer Foundation (KAS) and the Gyumri “Youth Initiatives Centre” (YIC) invite young professionals aged between 18 and 25 from **6 target regions of Armenia - Armavir, Tavush, Lori, Shirak, Syunik, and Gegharkunik** - to apply for the internship opportunity. This opportunity will provide interns with valuable career-related work experience, as well as access to mentorship and guidance from field experts.

Mapping will be conducted to connect the host organizations with the interns based on the professional background and experience of applicants, as well as the internship sector selected by the applicants.

The call Objectives are:

- **Capacity Building for Host Organizations and Young Professionals:** The primary objective is to enhance the capacities of host organizations and young professionals in the target regions of Armavir, Tavush, Lori, Shirak, Syunik, and Gegharkunik. This includes providing guidance and support to host organizations to develop comprehensive programs of activities, offer mentorship, and ensure the acquisition of practical skills and insights by interns. This call also



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strives to provide host organizations with innovative ideas and fresh approaches to enrich their operations. Through mentorship and guidance from host organizations, interns can enhance their professional development. This hands-on experience can significantly contribute to their personal and professional growth, making them more competitive in the job market.

- **Promoting Youth Empowerment and Participation:** Another objective is to promote meaningful youth participation in civil society and public sectors in Armenia. The project aims to empower young people by providing them with opportunities for career-related work experience, skill development, and engagement in civic and public affairs.
- **Facilitating Collaboration and Networking:** This open call seeks to foster collaboration between host organizations, project partners and interns. Interns will have the chance to collaborate with professionals within host organizations, building valuable connections and expanding their professional networks. By facilitating cooperation and active involvement throughout the internships, the objective is to ensure the best possible outcomes for the participants and contribute to the collective purpose of rebuilding futures in Armenia.

**Role of Host Organizations:**

The host organization is expected to develop a program of activities and provide guidance and support for interns during all phases of the internship. Each intern will be assigned a contact person within the hosting organization, based on a common topic of interest or expertise. The hosting organization will provide an intern with ongoing guidance and constructive feedback related to their tasks, projects, research or analysis. The host organization will guide and mentor the interns, and ensure they acquire practical skills and insights into the respective sector while simultaneously providing a platform for these young individuals to actively contribute to the collective purpose of rebuilding futures.

**Host Organizations and Internship Sectors:**

Organization	Region	Sector
“Anahit” Hotel	Lori, Stepanavan	Analytics, marketing
“Women’s Rights House” NGO	Shirak, Gyumri	Advocacy, program work, research
“Social Support Computer Center” NGO	Armavir, Vagharshapat	Educational and cultural programs, outreach, community work



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“MITK” NGO	Armavir	Research, program engagement
“Compass” NGO	Shirak, Gyumri	Digital management and website improvement, budget research
Goris Community Center	Syunik, Goris	Involvement in finance and program departments
“Youth Ideas” NGO	Tavush, Dilijan	Working with displaced families in the socio-psychological and health sectors
NGO Center	Lori, Vanadzor	Public relations, administrative work, program engagement
Agape World	Gegharkunik, Chambarak	Activities of the camping club: organizational and practical functions
Bayazet Center NGO	Gegharkunik, Gavar	Organizational and community work
Tatev Community Center	Syunik, Shinuhayr village	Tourism, community work, awareness on environmental issues and project implementation, infrastructure monitoring and project implementation
Koghb Foundation	Tavush, Koghb village	Involvement in the ongoing projects of the Foundation
Effective Governance and Community Development	Shirak, Krashen village	Involvement in the ongoing projects of the organization
Youth for Change	Gegharkunik, Vardenis	Involvement in ongoing programs - database updating, organizational work, contracts development, reporting



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### **Who Can Apply:**

- Youngsters aged 18-25 residing in the regions of Armavir, Tavush, Lori, Shirak, Syunik, and Gegharkunik. Young individuals displaced from Artsakh, who have relocated to the aforementioned regions, are also eligible to apply for the open call.
- Graduates as well as current students enrolled in educational institutions are welcome to apply for the open call.
- Youngsters who can dedicate a minimum of 20 hours per week to the internship, possess a strong motivation for learning, self-development, and skill enhancement.

### **The amount of financial remuneration and the duration of internship:**

The internship will last three months, from August to December 2024. Participants will receive a remuneration of 750 EUR for the entire duration of their internship.

### **How to apply:**

To apply you should submit the following documents:

- Application (in accordance with the provided form)
- CV

In the absence of any of the above-mentioned documents, the application cannot be considered. The deadline for applying is **August 15, 2024**. The applications should be sent to [anna.mkrtchyan@kas.de](mailto:anna.mkrtchyan@kas.de) email address. In case of questions, you can contact the same email or call +37412545116.

#### **NOTE:**

- **Handwritten applications will not be accepted.**
- **Applications submitted after the deadline will not be considered for review.**
- **Applications can be submitted in Armenian or English.**
- **The information provided will be used solely for application review and will not be distributed.**
- **If the applicant does not receive a response regarding the receipt of the submission within 2 working days, please write to [anna.mkrtchyan@kas.de](mailto:anna.mkrtchyan@kas.de) or call +37412 545116.**



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## FINANCIAL SUPPORT TO THIRD PARTIES EVALUATION

Applications will be examined and evaluated by an evaluation committee within two weeks of the deadline. The table below introduces the key evaluation criteria for the applicants.

<b>1. Professional Capacities (max. 35 points)</b>
- The applicant possesses the professional capacities required to effectively fulfill the assigned responsibilities during the internship.
<b>2. Relevance (max. 35 points)</b>
- The professional profile of the applicant aligns with the operational areas of the host organizations outlined in this call.
<b>3. Motivation (max. 30 points)</b>
- The applicant is highly motivated to participate in the internship, demonstrates keen interest and enthusiasm for the field, and is willing to dedicate the required time to fulfill their responsibilities effectively.



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## TERMS AND CONDITIONS FOR FINANCIAL SUPPORT TO THIRD PARTIES

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### General Conditions

- If selected, the intern is expected to demonstrate full participation throughout the entire period and fulfill the assigned responsibilities within the scope of the internship.
- Following the initial selection process, the host organization, in collaboration with the KAS and the YIC, may also engage in an interview with the intern candidate to assess their professional capacities.
- If the activities of interns result in communication outputs such as publications, research, articles, analytical work, or public posts, the host organization and intern should ensure they are publicized in compliance with the “Communications and Visibility Guidelines” of the EU-funded project provided by KAS.
- Under each call the applicant is allowed to submit only one application.
- YIC will guide host organizations and interns in terms of content and activities. KAS and YIC will conduct monitoring ensuring the positive outputs of the activity.

### Disbursement and Payment

- Interns will receive remuneration on monthly basis following the submission of the monthly narrative report.

### Reporting

- The interns will submit a monthly narrative report in accordance with the template provided by KAS.
- The KAS and YIC have the authority to conduct monitoring visits during internships.





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## DEFINITIONS OF TERMS USED IN THE GUIDELINE

**Internship** - An internship is a professional learning experience that offers meaningful, practical work related to an individual’s field of study or career interest. An internship gives an individual the opportunity for career exploration and development, and to learn new skills. It offers the employer the opportunity to bring new ideas and energy into the workplace, develop talent and potentially.<sup>1</sup>

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<sup>1</sup> Career Center: <https://careers.umbc.edu/employers/internships/what-is-an-internship/#:~:text=An%20internship%20is%20a%20professional,and%20to%20learn%20new%20skills.>



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