



Internship Role Requirement

Intern Position Title:	Community Organising Intern
Team:	Growth and Community Engagement
Location:	Jakarta, Indonesia
Supervisor:	Community Organising Coordinator
Classification	Paid internship (stipend of Rp100,000/day)
Expected Start Date:	24 July 2019
Expected End Date:	24 December 2019
Hours:	35 hours / 5 days per week (full-time internship)
Tenure:	6 months
Performance Review	Every three months
Training	Induction and ongoing coaching.
Eligibility	<p>You must be at least 18 years old to be considered for this internship program.</p> <p>We encourage university students and recent graduates to be apply for this internship program.</p> <p>You must have Indonesian citizenship or valid work visa in Indonesia to be considered for this program.</p>

Primary Objective(s) of Internship Position

The role of the Activism and Resource Intern is to help build Amnesty International movement base in Indonesia. This is done by assisting in the establishment and organizing of Amnesty International action groups where activists can work together to contribute to Amnesty International's human rights campaigns.

Reporting Relationship Details

This position reports directly to the Community Organising Coordinator

AI Indonesia Team Details

Amnesty International is the world's largest human rights organisation – a global movement of over 7 million supporters in over 190 countries who believe that all people are entitled to the rights enshrined in *the Universal Declaration of Human Rights* and other international human rights instruments. We are a grassroots, activist-based non-government organisation governed by volunteers.

Amnesty International Indonesia is a new National Office that was officially launched in December 2017.

Amnesty International Indonesia

Internship Role Requirement

We are hoping to bring Amnesty International closer to the ground and build a strong human rights movement base here to better protect human rights in Indonesia and beyond.

The Growth and Community Engagement Team develops programs to bring in and retain supporters, members, volunteers, activists and donors for Amnesty International Indonesia. As a part of this team, you will strengthen our capacity to build our organisation's presence with local communities and external stakeholders.

Key Responsibilities

- Contribute to the development of growth strategies and its implementation through action group seeding, support, coordination, development for Amnesty International Indonesia.
- Assist with the mobilization of key action groups for All's campaign priorities.
- Assist with the implementation of All's HRE program at schools and universities.
- Assist with community engagement with local partners as part of All campaign strategies.
- General administrative support: maintenance of databases, implementation of activism processes, coordination and distribution of resources.

Selection Criteria

Essential:

- Basic knowledge of human rights issues
- Strong alignment with Amnesty International Indonesia values
- Strong command of Bahasa Indonesia and English (written and spoken)
- Experience in event organising
- Creative and innovative
- Strong skills engaging with people from diverse backgrounds
- Ability to coordinate with external stakeholders (vendors, schools, etc.)
- Fast learner and a willingness to learn new skills
- Highly organised and attention to detail
- Ability to work in a team as well as independently and take initiatives.

Amnesty International Indonesia

Internship Role Requirement

Desirable:

- Previous volunteer experience in Amnesty International Action Groups or other NGOs
- Previous experience conducting school or community training sessions
- Knowledge of Adobe Photoshop, Canva

Application requirements and details

- A copy of your CV in English (max 2 pages)
- A motivation letter addressing the selection criteria above (max 2 pages)
- Application requirements are to be sent to info@amnesty.id by **1 July 2019**. Applications received after this date will not be considered.

Any enquiries regarding this internship position are to be addressed to Ella Nugraha at info@amnesty.id

Appendix: Community Organising Internship Projects

Project	Key Performance Indicators	Hours (per week)
Action Group Seeding Objective: To establish action groups in relevant geographic / thematic areas where currently there is no or limited action group presence.	<ul style="list-style-type: none"> 2-3 new action groups established in 6 months. 	10 hours
Action Group Support and Maintenance Objective: To support the Community Organising Coordinator in ensuring that existing and recently established action groups are looked after in terms of their communication, advisory and logistical needs so they can continue campaigning on All's priority campaigns effectively.	<ul style="list-style-type: none"> At least, 75% of action groups events have online proposal form submitted and properly evaluated. Activists enquiries are followed up within 2 days max. Online proposal form is processed within 2 days for approval. Minimum rating for service delivery from action groups, on average, 3 out of 5. 	7.5 hours
Action Group Training Objective: To support the Community Organising Coordinator in ensuring that existing and recently established action groups are well trained and empowered to strategically work on their priority campaigns.	<ul style="list-style-type: none"> Delivery of, at least, one Training Akbar to a cluster of action groups in one city. 	7.5 hours
Action Group Mobilisation Objective: To support the Community Organising Coordinator in mobilizing our action groups according to our strategic campaign mobilization needs.	<ul style="list-style-type: none"> Campaign update call once a month to key action groups. Strategic campaign mobilization video call 	2 hours

Amnesty International Indonesia

Internship Role Requirement

	once per 3 months to key action groups.	
HRE Objective: To assist in the organization and delivery of human rights education to high school students and university students with the aim of seeding action groups on their campuses. In doing so, provide basic understanding of human rights issues and principles in line with AI's campaign priorities.	<ul style="list-style-type: none">• Min 2 school visits for HRE presentations per month• One school conference during internship term	10 hours