

## Internship proposal form for GLEN 2017

### Part 1

Title of the internship	<u>MYSA Youth Exchange</u>	
Topic of the internship (select one or two options)	<input type="checkbox"/> Health <input type="checkbox"/> Engineering <input type="checkbox"/> (Social) Business <input type="checkbox"/> Culture <input type="checkbox"/> Ecology / Environment	<input type="checkbox"/> Society <input type="checkbox"/> Education <input type="checkbox"/> Media and information <input type="checkbox"/> Tourism <input checked="" type="checkbox"/> Other, please specify: HUMAN RIGHTS & GENDER
Continent	<u>AFRICA</u>	
Host country	<u>KENYA</u>	
Region of the country	<u>NAIROBI</u>	
Place / Town	<u>NAIROBI</u>	
Host organisation	<u>MATHARE YOUTH SPORTS ASSOCIATION</u>	
Required languages	<u>ENGLISH</u>	

#### Required fields of study / vocational skills

##### Fields of study

- Agricultural / Forest science  
 Geography  
 Social sciences  
 Engineering sciences  
 Computer sciences  
 Communication science / Media studies  
 Cultural studies / Arts  
 Medicine / Health  
 Natural sciences / Mathematics

- Pedagogy / Education  
 Law  
 Linguistics  
 Tourism  
 Environmental sciences  
 Economy

##### Vocational skills

- Commercial services  
 Financial services  
 Health / Health Care

- Craft  
 IT / Web design  
 Arts / Culture  
 Agriculture  
 Social services  
 Media / Communications services  
 Education / Teaching  
 Technology / Industrial production  
 Textiles / Clothing  
 Tourism  
 Administration

Time of implementation of the internship (**3 months between the beginning of July and the end of October 2017**): if possible, please indicate a concrete time! (e.g. beginning of July until end of September or beginning of August until end of October)

From: JULY

until: SEPTEMBER

Number of participants who can be hosted by the organisation (minimum 2, maximum 3): 3

My organisation will support the participation of a local intern in this internship, who will cooperate with the European tandem (see explanations in the document "How to propose an internship")

Yes

No

Would like to try

Has the organisation ever proposed an internship with GLEN or ASA?

Yes, year:....2013-2015.....

No

Has the organisation ever organised this internship with GLEN or ASA? (same topic, same tasks)?  Yes, year:.....  No

## Part 2

### Details concerning the host organisation

Name of the organisation MATHARE YOUTH SPORTS ASSOCIATION (MYSA)

Postal address 69038 -00622 NAIROBI KENYA

E-mail info@mysakenya.org

Phone +254 718825545 Website www.mysakenya.org

Type of organisation Sports and Community Development Fax \_\_\_\_\_

### Details concerning the person proposing the internship (if it is not the contact person mentioned below)

Surname OTIENO First name SUSAN

Organisation *If you are proposing the internship without being member of the organisation, please indicate your private address.*

Position COMMUNICATION AND MARKETING MANAGER

Postal address 69038 -00622 NAIROBI KENYA

E-mail Susan.otieno@mysakenya.org

Phone +254 726 757 957 Fax \_\_\_\_\_

Details concerning the person proposing the internship Explain shortly why you are proposing the internship.  
How are you related to the hosting organisation? What is your role in the organisation?  
I am the Communication and Managing Manager at Mathare Youth Sports Association incharge of Youth Exchange. I am proposing the intership to help strengthen some of MYSA's programs, filling the gaps in the organization. We are seeking to promote knowledge and cultural exchange among the host and the participants.

Hosting involvement If you are not a collaborator of the partner organisation, please describe how and with which member of the organisation's organisation you designed the internship proposal.

We are a partner organization with GLEN

Your GLEN background (if applicable) Type of participation: Program On Media and Year: 2013-  
(participant, team member, partner etc.): Communication 2015

Has the organisation ever organised this internship with GLEN or ASA? (same topic, same tasks)?  Yes, year:.....  No

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We are a partner organization with GLEN

Your GLEN background (if applicable) Type of participation: Program (participant, team member, partner etc.): On Media and Communication Year: 2013-2015

### How did you hear about GLEN for the first time?

- Internet  
 GLEN participants  
 A GLEN member organisation from Europe approached me directly (which one?): \_\_\_\_\_  
 I am a former ASA/GLEN participant  
 Personal contacts / colleagues  
 In another way (please specify): \_\_\_\_\_

### Contact person for the programme and the participants

(This person will communicate with the participants before the internship and will supervise their work in the host country.)

Surname	<u>OTIENO</u>	First name	<u>SUSAN</u>
Function within the organisation	<u>COMMUNICATION AND MARKETING MANAGER</u>		
E-mail	<u>susan.otieno@mysakenya.org</u>		
Phone	<u>+254 726 757957</u>	Fax	_____
Mobile phone	<u>+254 726 757957</u>	Skype:	<u>japanisue</u>

## Part 3

### Internship allocation in the field of development policy (1-2 options)

- |   |   |  |
|---|---|--|
| 1 <input type="checkbox"/> Labour and employment    | 2 <input type="checkbox"/> Education            | 3 <input checked="" type="checkbox"/> Gender     |
| 4 <input type="checkbox"/> Civil participation      | 5 <input type="checkbox"/> Health               | 6 <input type="checkbox"/> Youth and child care  |
| 7 <input type="checkbox"/> Culture                  | 8 <input type="checkbox"/> Rural development    | 9 <input type="checkbox"/> Media and information |
| 10 <input checked="" type="checkbox"/> Human rights | 11 <input type="checkbox"/> Sustainable economy | 12 <input type="checkbox"/> Urban development    |
| 13 <input type="checkbox"/> Environment             | 14 <input type="checkbox"/> Conflict management | 15 <input type="checkbox"/> Migration            |

## Part 4

### Presentation of the host organisation

Please answer the following questions precisely (maximum 300 characters in each case).

1. What work does the organisation do? What are its objectives?

The Mathare Youth Sports Association (MYSA) is a community development organisation that uses sports to engender broad socio-economic development, while also effecting positive social change. Founded in 1987 in the Mathare area of Nairobi, home to some of Africa's largest and poorest slums, MYSA pioneered the linking of sports with social improvement and community development activities such as slum garbage cleanups, environmental improvement and HIV/AIDS prevention. Twenty years on, it is now the largest self-help youth sports and community service organisation in Africa and is recognized as an example of excellence within the sport and development world. Three core strategic areas were established during the workshop and these will form the main focus for organisation's plans going forward: Programming, Organizational Development, and Fundraising.

**2. Describe the security situation in the region in which the organisation works. If there are conditions which are special to the region please explain those.**

The security situation in our location is safe because our headquarters is surrounded by local administration offices.

**3. How does the organisation contribute to the development of the country or region? How the organisation is integrated locally (political, social, economic, ecological context)?**

MYSA has a strong partnership with the government and other likeminded Non-Governmental organizations, churches and the community across the 12 zones in Nairobi. We are proud of a strong link with the Football Kenya Federation who is a major partner in our core business of sports. We have a wide reach of audience in the slum areas in Nairobi who participate in sports and environmental activities. We also participate in growth and promotion of soccer in the Eastern Africa Region through trainings and exchange.

**4. With which other organisations does the organisation cooperate and in which kind of projects?**

Moving the Goal post – sports and environmental activities  
Transzoia Youth Sports Association –Capacity development and Sport  
Street football world Network- Capacity development of youth and sports  
Christian Sports Contact (CHRISC) –Organizing East Africa Cup and Capacity building  
Horn of Africa Development Initiative (HODI) –Capacity development and Sports

**5. How many people work for the organisation (employees / volunteers)?**

Employees :Full time -30, Part Time - 40 Volunteers:26,000

**6. What working conditions can you offer the participants (working space, computer, etc)? What infrastructure can you offer?**

Working Space

**7. How and by whom will the participants be supervised?**

The participants will be assigned supervisors and they will be engaged in regular meeting sessions.

**8. Where will the participants be accommodated? Will you be able to help them find accommodation? If yes, what might be the costs for the participants?**

They will be hosted by senior management staff at a fee of at least Ksh. 15,000 per month. They will be expected to cover their transport costs, Medical costs and pocket money.

## Part 5

### Description of the internship

*Please answer the following questions precisely (maximum 300 characters in each case).*

**1. What are the goals of the GLEN internship for your organisation? What should be the contribution of the internship to the organisation?**

It is an exchange program that will involve exchange of knowledge from the participants to our programs fostering stability of the program. This is also an opportunity for the participants to exchange their networks as well as get exposed to new culture

**2. What will the concrete tasks of the GLEN participants be?**

*When planning the participants' tasks, please note that there is a nine-month period of time between the internship proposal (September 2016) and the beginning of the internship (July-August 2017). After the participants' selection phase, in March 2017, please concretise the tasks with the participants.*

- Train on human rights
- Community outreach programmes
- Follow up on legal issues
- Follow up on Gender issues
- Attending stakeholder meetings
- Writing reports
- Conducting interviews and case studies
- Conducting facilitation within the zones
- Conducting focus group discussions

**3. What specific knowledge / skills should the GLEN interns have? What experience acquired in the past could be useful for their work during the internship?** *The GLEN programme will refer to these requirements for choosing the participants for your internship, if your proposal is accepted. We will try to find participants with adequate qualifications for the internship.*

Social and legal skills in regards to children, youth and women advocacy

**4. If you plan with involving a local intern in the internship, please explain what his/her role and qualifications will be, complementary to the GLEN participants.**

The local intern will have the same qualifications as GLEN participants

**5. What can the participants learn about global challenges and how these challenges influence your country in particular?**

They will be exposed to Kenya's political influence on the policies that influence some of our programmes. They will also learn about the social issues and challenges.

## Part 6

### Declaration of honour

(to be signed by the person proposing the internship)

I, undersigned...SUSAN M A OTIENO, certify that the information contained in this application is correct to the best of my knowledge.

I agree that in case of admission to GLEN all data provided in this form may be used for managing GLEN as far as the right for privacy is respected.

I commit to informing the GLEN network about all changes affecting the possible implementation of the proposed internship.

In case I am applying for the partial scholarship myself, I confirm that the project could take place without my participation.

*(Please note in case you would like to apply for the scholarship: proposing a project does not automatically entitle you to participate in the program. You have to go through the normal application process for participants, although your application will be considered with priority. The proposal can only be accepted if you confirm that the internship can take place even if you are not chosen as a participant.)*

Name of the person  
proposing the internship                      SUSAN M A OTIENO  
\_\_\_\_\_

Place and date                      NAIROBI -KENYA                      Signature      Susan Otieno  
\_\_\_\_\_

## Part 7

# Declaration of cooperation from the partner organisation in the host country

(to be signed by the contact person, responsible for supervising the interns)

Host country KENYA  
MUSA YOUTH EXCHANGE  
Title of the internship  
MATHARE YOUTH SPORTS ASSOCIATION  
Host organisation

We agree to cooperate with the **Global Education Network of Young Europeans (GLEN)** within the proposed internship and to supervise the GLEN participants selected by the GLEN partners.

We commit to:

- appointing a contact person from our organisation as mentor for the GLEN participants,
- coordinating the internship planning during the preparatory phase together with the GLEN participants (communication via e-mail as from April 2017),
- helping the participants with their application for a visa for the period of the internship,
- helping the participants with orientation in their new environment (for example by helping them find accommodation),
- holding an initial meeting with the GLEN participants upon their arrival and regular meetings during their stay with our organisation,
- ensuring the adequate working conditions necessary for the implementation of the internship.

Name SUSAN OTIENO

Place and date NAIROBI 06.09.2016 Signature Susan Otieno 

Please hand in the signed Declarations of honour and of cooperation per fax (see number below) to Lars Poignant in Germany before September 15, 2016



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Name SUSAN OTIENO

Place and date NAIROBI 06.09.2016 Signature Susan Otieno 

Please hand in the signed Declarations of honour and of cooperation per fax (see number below) to Lars Poignant in Germany before September 15, 2016

## Handing in the internship proposal

After completing the form, please send it by e-mail to your GLEN contact organisation:

**ASA-Programm, Engagement Global gGmbH**

Mr Lars Poignant

Lützowufer 6-9

10785 Berlin

Germany

E-mail: [lars.poignant@engagement-global.de](mailto:lars.poignant@engagement-global.de)

Phone: +49 (0) 30 254 82 125

Fax: +49 (0) 30 254 82 359

Please sign the Declaration of honour and of cooperation and send them to us by mail or by fax.

You can also sign them, scan them and send them per e-mail. A digital signature will also be accepted.

Please send us your internship proposal by **September 15, 2016**

The GLEN members will decide in October 2016 whether your internship proposal is accepted or not. We invite you to send it in as soon as possible, in order to give us the possibility to make comments on your proposal and see if anything is missing or not yet sufficient.

If you have further questions or need support concerning the internship proposal please do not hesitate to contact us by e-mail ([lars.poignant@engagement-global.de](mailto:lars.poignant@engagement-global.de)) or give us a call (+49 (0) 30 254 82 125).

You will find further information about GLEN on [www.glen-europe.org](http://www.glen-europe.org).

**Thank you for your cooperation!**