

# Internship proposal form for GLEN 2018

## 1. Internship

|                                                                                                                                                                                |                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Title of the internship                                                                                                                                                        | ENVIROMENTAL SCIENCES YOUTH CLUB.                                                                                                                                                                                                          |                                                                                                                                                                                                                                       |
| Topic of the internship<br>(select one or two options)                                                                                                                         | <input checked="" type="checkbox"/> Health<br><input type="checkbox"/> Engineering<br><input checked="" type="checkbox"/> Social Business<br><input type="checkbox"/> Culture<br><input checked="" type="checkbox"/> Ecology / Environment | <input checked="" type="checkbox"/> Society<br><input checked="" type="checkbox"/> Education<br><input type="checkbox"/> Media and information<br><input type="checkbox"/> Tourism<br><input type="checkbox"/> Other, please specify: |
| Continent                                                                                                                                                                      | AFRICA                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                       |
| Host country                                                                                                                                                                   | GHANA, WEST AFRICA                                                                                                                                                                                                                         |                                                                                                                                                                                                                                       |
| Region of the country                                                                                                                                                          | GREATER ACCRA                                                                                                                                                                                                                              |                                                                                                                                                                                                                                       |
| Place / Town                                                                                                                                                                   | ADUSAH, AMASAMAN.                                                                                                                                                                                                                          |                                                                                                                                                                                                                                       |
| Host organisation                                                                                                                                                              | EMBRACING HIDDEN TALENTS NETWORK                                                                                                                                                                                                           |                                                                                                                                                                                                                                       |
| Required language/s                                                                                                                                                            | ENGLISH.                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                       |
| <p><b>Note:</b> Please list only languages, which are absolutely necessary for the internship. Too many required languages required narrows down the number of applicants.</p> |                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                       |

### Required fields of studies or skills

|                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                       |
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| <input type="checkbox"/> Administration<br><input checked="" type="checkbox"/> Agricultural / Forest science<br><input type="checkbox"/> Arts / Culture<br><input checked="" type="checkbox"/> Commercial services<br><input type="checkbox"/> Computer sciences<br><input type="checkbox"/> Craft<br><input type="checkbox"/> Communication/media<br><input type="checkbox"/> Economy | <input checked="" type="checkbox"/> Environmental sciences<br><input type="checkbox"/> Engineering sciences<br><input type="checkbox"/> Financial services<br><input type="checkbox"/> Geography<br><input checked="" type="checkbox"/> IT / Web design<br><input type="checkbox"/> Law<br><input type="checkbox"/> Linguistics | <input type="checkbox"/> Medicine/health<br><input checked="" type="checkbox"/> Natural sciences / mathematics<br><input checked="" type="checkbox"/> Pedagogy / education / teaching<br><input checked="" type="checkbox"/> Social sciences<br><input type="checkbox"/> Social services<br><input type="checkbox"/> Technology/Industrial production |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                                                                                                                                                                   |                                                               |                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------|
| <p>Time of implementation of the internship (<b>three months between the beginning of July and the end of October 2018</b>): <b>if possible, please indicate a concrete time!</b> (e.g. beginning of July until end of September or beginning of August until end of October)</p> |                                                               |                               |
| From: beginning of August 2018                                                                                                                                                                                                                                                    |                                                               | until: ending of October 2018 |
| Number of participants who can be hosted by the organisation (minimum 2, maximum 3): 2                                                                                                                                                                                            |                                                               |                               |
| 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")                                                                                |                                                               |                               |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Would like to try                                                                                                                                                                    |                                                               |                               |
| Has the organisation ever proposed an internship with GLEN or ASA?                                                                                                                                                                                                                | <input checked="" type="checkbox"/> Yes, year ...2013-15..... | <input type="checkbox"/> No   |
| Has the organisation ever organised <u>this</u> internship with GLEN or ASA? (same topic, same tasks)?                                                                                                                                                                            | <input checked="" type="checkbox"/> Yes, year 2015.....       | <input type="checkbox"/> No   |

## 2. Host Organisation

|                                            |                                                 |                                     |
|--------------------------------------------|-------------------------------------------------|-------------------------------------|
| Name of the organisation                   | EMBRACING HIDDEN TALENTS NETWORK                |                                     |
| Postal address                             | POST OFFICE BOX DC 1138, DANSOMAN-ACCRA, GHANA. |                                     |
| E-mail                                     | info@embracingtalents.org                       |                                     |
| Phone                                      | 00233244221489                                  | Website<br>www.embracingtalents.org |
| Type of organisation                       | NGO                                             | Fax                                 |
| Is the organisation nationally registered? | <input checked="" type="checkbox"/> Yes         | <input type="checkbox"/> No         |

## 3. Person proposing the internship

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

|                |       |            |       |
|----------------|-------|------------|-------|
| Surname        | _____ | First name | _____ |
| Organisation   | _____ |            |       |
| Position       | _____ |            |       |
| Postal address | _____ |            |       |
| E-mail         | _____ |            |       |
| Phone          | _____ | Fax        | _____ |
| Mobile phone   | _____ | Skype      | _____ |

Explain shortly why you are proposing the internship. How are you related to the hosting organisation?  
What is your role in the organisation?

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

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| Your GLEN background (if applicable). Type of participation (participant, team member, partner etc.) and year of participation.                                                                                                                                                                                                                                                                                                                                                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| How did you hear about GLEN for the first time?                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <input type="checkbox"/> Internet <span style="margin-left: 200px;"><input type="checkbox"/> GLEN participants</span><br><input type="checkbox"/> I am a former ASA/GLEN participant <span style="margin-left: 100px;"><input type="checkbox"/> Personal contacts / colleagues</span><br><input checked="" type="checkbox"/> A GLEN member organisation from Europe approached me directly (which one?):<br>Zavod volontariat sci (slovenia)<br><br><input type="checkbox"/> In another way (please specify): |

#### 4. Contact person for the program and the participants

Who will communicate with the participants before the internship and will supervise their work in the host country? **Note:** Needs to be filled only if different from “3. Person proposing the internship”.

|                |                                                 |            |            |
|----------------|-------------------------------------------------|------------|------------|
| Surname        | PARDITEY                                        | First name | EBENEZER   |
| Organisation   | EMBRACING HIDDEN TALENTS NETWORK                |            |            |
| Position       | CEO/PROJECTS COORDINATOR                        |            |            |
| Postal address | POST OFFICE BOX DC 1138, DANSOMAN-ACCRA, GHANA. |            |            |
| E-mail         | ebenezerparditey@gmail.com                      |            |            |
| Phone          |                                                 | Fax        |            |
| Mobile phone   | 00233244221489                                  | Skype      | ebenpard75 |

## 5. Host Organisation - details

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

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. What work does the organisation do? What are its objectives?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <ul style="list-style-type: none"> <li>• To promote good environmental and social practices through schools and communities.</li> <li>• To offer voluntary educational programs to combat child labour practices and abuses.</li> <li>• To provide educational support to needy but brilliant children in rural communities.</li> <li>• To produce television documentary and stage act performances to encourage good ethical practices.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <p>Embracing Hidden Talents Network (EHT-Network) location of work is below the Akweapem hills outskirts of Accra with both middle class and low-class residents. Is a relative densely populated area with a lot of uncompleted buildings and green environments. It has third class roads. In this community, there is a strong unity and cooperation among the residence. Also, education is priority of most parents here. There is no security risk here but like all places in Ghana is better to adhere to advice of the people who knows the area very well. Our project and housing location for volunteers is less than meters 200 meters walk so is quite easy for volunteers to reach their place of interns easily without any problem. In most cases the beneficiary children would come to the location so there is no transport cost or trouble for volunteers. Occasionally volunteers would be visiting the children homes in the company of a local volunteer so that too is quite safe Adusah Town and its environs have no security problems for so many years. infact is one of the most peaceful localities in the municipality.</p>                                                                                                                                                                                                                                                           |
| <p>3. How does the organisation contribute to the development of the country or region? How is the organisation integrated locally (political, social, economic, ecological context)?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p>EHT-Network contribution to development of the country and its integration has been through our on-going activities in the three regions of Ghana we operate namely; Greater Accra, Western and Central. Currently we have 192 children benefiting from our sponsorship educational project. Beneficiary children are in primary, Junior High and Senior Highs Schools. Also, we have beneficiary children learning trade and in Tertiary institutions. More so we have past beneficiaries who are now working in both the formal and informal sector of the economy. Our education support programs started from 2005 and ongoing. EHT-Network in collaboration with HUMANITAS have a 50-capacity community library at Western Region establish in 2007 and still manage by EHT-Network. We just opened a community Clinic at Busua Township with our funding support in collaboration with Ministry of health and the community. This project which was commission in May has already treated more than 350 patients in just 3 months. This is our contribution to the Ghana health care. Our Environmental project named GREEN VILLAGE IN ADUSAH – ACCRA, our centre or all future interns and volunteers has organic vegetables garden manage by children from the community and inland catfish and Tilapia farm. A source of practical education and revenue for children, the organisation and families.</p> |
| <p>4. With which other organisations does the organisation cooperate and in which kind of projects?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

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| <p>With HUMANITAS (Slovenia) on educational and health activities.<br/>With Zavod Voluntariat (SCI) on educational activities.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <p>5. How many people work for the organisation (employees / volunteers)?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <p>3 employees &amp; 7 volunteers</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <p>6. What working conditions can you offer the participants (working space, computer, etc)? What infrastructure can you offer?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <p>Science equipment's, books, projector, educational logistics, working space (office).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <p>7. How and by whom will the participants be supervised?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p>George Quarcoe a past beneficiary of the organisation and now a volunteer would help in the supervision of participants. As part of his work he would help with their local orientation. Working activities and logistics and helps in organising the children.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p>8. Where will the participants be accommodated? What is the general cost for accommodation in the area? Will you be able to help them find accommodation? If yes, what might be the costs for the participants?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p>They would be accommodated at a place close to the project location in a shared three bed room house with toilet, kitchen facilities, water, electricity in a self-compound.<br/>The general cost for accommodation in the area is between euros150.00 – 200 euros a month for a short stay.<br/>Yes, I can help them find accommodation. The cost is 150 Euros a month per head. Each Volunteer would have his or her own room with shared kitchen, toilet, washing machine etc. is a three-bed room self-compound house. From this cost volunteers would also enjoy a total of 10 days holidays accommodation stay at Busua Community Library Homestay shared room with self-kitchen etc. at Western region of Ghana. It has one of the most beautiful beaches in Ghana. A place recommending for our future volunteers for rest.</p> |
| <p>9. If needed, would you be able to assist the participants to obtain a working/business visa?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <p>Yes, we can help volunteers with their invitation letters and any other documents necessary for their travel to Ghana.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

## 6. Internship Description - details

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

|                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. What are the goals of the GLEN internship for your organisation? What should be the contribution of the internship to the organisation?</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------|

The GLEN internship will focus on the environmental aspect of the organization. The main goal of the interns will be to motivate youngsters to become friends of the environment and also to help promote back yard organic vegetable gardening for healthy life in the villages. The interns will implement activities that will encourage children to start thinking about the environmental issues in their area. The children should learn the harmful nature of using insecticides and weedicides. Also about the harmful nature of using chemical applications on food crops. Would also be taught how to keep their environment green and safe as well as how to make a green garden. Prior to arriving in Ghana, the GLEN team should already do a research on the benefits of organic gardening and waste management and its effects on small communities. The interns will continue this research in Ghana. They will focus on the attitudes towards waste management and use of chemicals on food productions in Ghana and its effect on the people in the community. Equipped with this new theoretical knowledge the interns will then host workshops in the Green Village to introduce practical solutions for the waste problems and the use of inorganic materials and its benefit to the children. To create an “environmental sciences fun club” and motivate participated children to continue with the project for sustainability would be the final aim of this internship.

Successful candidates should have a strong interest in environmental awareness activities. They should also be familiar with various qualitative research methods, ranging from observation to interviewing. Moreover, problem-solving skills and an ability to interact with people easily are necessary for undertaking the internship in an effective way.

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 2017) and the beginning of the internship (July-August 2018). After the participants' selection phase, in March 2018, please concretise the tasks with the participants.

- The concrete tasks would focus on both practical and theoretical environmental sciences work with teenagers and children.
- All forms of educational fun games especially table tennis, scrabbles etc. would be included in their main activities.
- Educational Movie nights on Friday nights would also be encourage.
- GLEN participants project would focus mainly on teenagers between the ages of 12-17 years from primary school class 5 to Junior High School form 3..
- In August, it would be 4 hours a day activity.
- October to November it would be after school activities for 3 hours a day on Mondays, Tuesdays, Wednesdays and Thursdays. On Saturdays, it would be in the morning for 3 hours. Normally for practical works.

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 program 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.

- With interest in working with children and teenagers.
- Problem solvers and motivational characters would be of help.
- Knowledge in global issues to do with environment and social sciences would be a plus for us.
- Fluent in English language is a plus.
- Experience in organic gardening and promotion would be beneficial to the community.
- Team player and good listener.

- Use of the internet for promotion and learning for youth.
- Basic interpersonal marketing skills for helping to promote and market children organic garden products to the public.

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.

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

- Children in the capital are not been encouraged to actively involved themselves in the campaigned against the use and consumption of products that have harmful chemical residues on them. Farmers here continues to use harmful pesticides and chemicals to spray their products for more yield and not for quality and safety of the people. This is a worrying development and we hope to educate the children to join in the campaigned.
- Also, our youth are not encouraged to involve themselves in physical activities such as gardening and games. This has resulted in a lot of heart problem diseases been on the increase in Ghana.
- Wrongful use of information technology (internet) by our youth, mostly for fraud activities in a worrying development. Investors and good people turn away from us because of such acts. Is a problem globally and we think that our youth must be guided for its effective usage. Hence our organization with the support of volunteers and intents in the past and present continues to use this platform to teach our youth the positive way of using such tools for effective development and cooperation among nations.

## 7. Declaration of Honour

**This declaration needs to be signed by the person proposing the internship.**

I, undersigned....., 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

\_\_\_\_\_

Place and date

\_\_\_\_\_

Signature

\_\_\_\_\_



## 8. Declaration of Cooperation from the partner organisation in the host country

**This declaration needs to be signed by the contact person, responsible for supervising the interns.**

Host country GHANA

Title of the internship GREEN VILLAGE YOUTH FUN CLUB

Host organisation EMBRACING HIDDEN TALENTS NETWORK

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 2018),
- 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.

We agree that the organizational contact details (e-mail, phone number) are listed in official program reports and that the contact details can be shared with other ASA-Partner organisations for networking and exchange. (  ) yes ( ) no

Name PARDITEY EBENEZER

Place and date September 4, 2017 Signature \_\_\_\_\_

Please hand in the signed Declarations of honour and of cooperation per fax to Lars Poignant in Germany before September 15, 2017

## 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, 2017**

The GLEN members will decide in October 2017 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!**