

## Internship proposal form for GLEN 2017

### Part 1

Title of the internship	<u>Building local government resilience and community interaction</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 checked="" type="checkbox"/> Ecology / Environment	<input type="checkbox"/> Society <input type="checkbox"/> Education <input checked="" type="checkbox"/> Media and information <input type="checkbox"/> Tourism <input type="checkbox"/> Other, please specify:
Continent	<u>Africa</u>	
Host country	<u>South Africa</u>	
Region of the country	<u>Western Cape</u>	
Place / Town	<u>Cape Town</u>	
Host organisation	<u>City of Cape Town</u>	
Required languages	<u>English</u>	

#### Required fields of study / vocational skills

<p><b>Fields of study</b></p> <input type="checkbox"/> Agricultural / Forest science <input checked="" type="checkbox"/> Geography <input checked="" type="checkbox"/> Social sciences <input type="checkbox"/> Engineering sciences <input type="checkbox"/> Computer sciences <input type="checkbox"/> Communication science / Media studies <input type="checkbox"/> Cultural studies / Arts <input type="checkbox"/> Medicine / Health <input checked="" type="checkbox"/> Natural sciences / Mathematics	<input type="checkbox"/> Pedagogy / Education <input checked="" type="checkbox"/> Law <input type="checkbox"/> Linguistics <input checked="" type="checkbox"/> Tourism <input checked="" type="checkbox"/> Environmental sciences <input checked="" type="checkbox"/> Economy  <p><b>Vocational skills</b></p> <input type="checkbox"/> Commercial services <input type="checkbox"/> Financial services <input type="checkbox"/> Health / Health Care	<input type="checkbox"/> Craft <input type="checkbox"/> IT / Web design <input type="checkbox"/> Arts / Culture <input type="checkbox"/> Agriculture <input checked="" type="checkbox"/> Social services <input checked="" type="checkbox"/> Media / Communications services <input checked="" type="checkbox"/> Education / Teaching <input type="checkbox"/> Technology / Industrial production <input type="checkbox"/> Textiles / Clothing <input checked="" type="checkbox"/> Tourism <input type="checkbox"/> Administration
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Time of implementation of the internship (**4 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: beginning august 2017 until: mid October 2017 or extension till December

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")

Yes  No  Would like to try

Has the organisation ever proposed an internship with GLEN or ASA?  Yes, year: 2000 onwards  No

Has the organisation ever organised this internship with GLEN or ASA? (same topic, same tasks)?  Yes, year 2013 onwards  No

## Part 2

### Details concerning the host organisation

Name of the organisation	Environmental Resource Management Department, City of Cape Town		
Postal address	Environmental Resource Management City of Cape Town 7th Floor, 44 Wale Street Cape Town, 8001 SOUTH AFRICA		
E-mail	<a href="mailto:Stephen.granger@capetown.gov.za">Stephen.granger@capetown.gov.za</a> ; <a href="mailto:MohammedFaaiz.Adams@capetown.gov.za">MohammedFaaiz.Adams@capetown.gov.za</a>		
Phone	+27 21 4872236	Website	<a href="http://www.capetown.gov.za/environment">www.capetown.gov.za/environment</a>
Type of organisation	Local Govt	Fax	+27 21 4872255

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

Surname	<u>Granger</u>	First name	<u>Stephen</u>
Organisation	<i>If you are proposing the internship without being member of the organisation, please indicate your private address.</i>		
Position	<u>Manager: Environmental Business</u>		
Postal address	<u>As above</u>		
E-mail	<u>As above</u>		
Phone	<u>As above</u>	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?

The work done by international interns in recent years has added substantial value to the City's path towards sustainability while also building important personal career and individual opportunities for the interns themselves and promoting global citizenship. We plan to broaden the scope of the internship for 2017, to include developing a sustainable city programme, building resilience and promoting community wellbeing. In particular, the internship will include work on a variety of partnership projects, including the 50 Municipal Cities Climate Partnership between Munich and Cape Town, the development of projects linked to the 2018 edition of the Mayor's Portfolio of Urban Sustainability and the programme linking people and nature adjacent to the City's Nature Reserves.

Stephen Granger, Manager: Environmental Business, Dept Environmental Resource Management

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

The City of Cape Town is responsible for the projects and programmes associated with this internship and has committed itself to a range of sustainability targets, linked to the UNEP Urban Environmental Accords. Interns will be managed by the Environmental Business manager or other manager within the Environmental Resource Management Dept.

Your GLEN background (if applicable)

Type of participation:  
Host organisation

Year: 2007 - 2016

### 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 As above First name \_\_\_\_\_  
 Function within the organisation \_\_\_\_\_  
 E-mail \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Mobile phone \_\_\_\_\_ Skype \_\_\_\_\_

## 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 type="checkbox"/> Gender                        |
| 4 <input type="checkbox"/> Civil participation     | 5 <input type="checkbox"/> Health                          | 6 <input type="checkbox"/> Youth and child care          |
| 7 <input checked="" type="checkbox"/> Culture      | 8 <input type="checkbox"/> Rural development               | 9 <input type="checkbox"/> Media and information         |
| 10 <input type="checkbox"/> Human rights           | 11 <input checked="" type="checkbox"/> Sustainable economy | 12 <input checked="" type="checkbox"/> Urban development |
| 13 <input checked="" 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 Environmental Resource Management Dept was founded in 1997 and has grown to a substantial unit comprising both strategic and operational elements. Environmental Resource Management Department's (ERMD) task is to lead the implementation of the City's Integrated Metropolitan Environmental Policy (IMEP). This forms the framework for a series of strategies and programs ensuring that the principles of environmental sustainability are adhered to. The four lead strategies are: Biodiversity, Energy and Climate Change, Coastal Zone Management and Environmental Education and Training.

**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.**

South Africa and Cape Town in particular is a stable country and city. The high crime statistics are associated with gang on gang confrontations in sectors of the City. International terrorism is absent.

**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)?**

Working in close collaboration with other City departments and key stakeholders, the ERM Department focuses on key areas such as Biodiversity Management, Environmental and Heritage Management, Environmental Management Systems, Environmental Strategy and Partnerships, Environmental Capacity Building, Sustainable Livelihoods and Communications, Major Programmes and Projects, and Resource Conservation. Twenty-four nature reserves within the city are managed by the Biodiversity Management Branch. The ERM Department also facilitates the improvement of organisational environmental performance within the City. The City works in close alignment with South Africa's key environmental policies and strategies and its work on achieving its targets in respect of biodiversity conservation and renewable energy assist directly in meeting the targets of the country.

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

The Environmental Business Branch works in close partnership with several significant organisations, at local, national and international level, including SA National Parks in relation to the proximity of Table Mt National Park, ICLEI – Local Governments for Sustainability, United Nations organisations including UNEP, UNDP and UNHabitat. In 2011 the Cape Town Climate Change Coalition was formed, which strengthens the links between the City and more than 30 other organisations and businesses in the field of tackling climate change. The Department has also developed close working relationships with the Mistra Foundation, working closely with the African Centre for Cities at the University of Cape Town in this partnership. Other partners in recent work include the Stockholm Resilient Centre and the Urban National Parks in Emerging Cities (UNPEC).

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

The head office of the ERM department hosts approximately 80 persons, with over 250 in total in the department. The City of Cape Town has a staff of approximately 25 000.

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

GLEN participants will be based at the municipal “Environmental Resource Management” (ERM) Department with access to all relevant office equipment and support, including computer use, internet access and phone and fax facilities. They will form an integral part of the ERM team for the duration of their stay and also work closely with other volunteers and interns.

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

Internship under supervision of Stephen Granger as Manager: Environmental Business (or other manager within the department) by means of regular mentor meetings and project engagement. This will be in line with the new GLEN Vision and Mission, involving a more hands-on approach and interaction with GLEN leadership prior to , during and after the internship to facilitate and enhance the GLEN Multiplier concepts around global learning,

**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?**

The City Council does not provide accommodation to the participants, however we could assist by providing contacts and information, much of it from past GLEN interns. Interns usually stay either in the City Central area, within working distance to work or in Observatory, which is approximately 6km from the City Centre, well connected by rail or bus.

## 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?**

The goal of the internship is to make the participants familiar with the functioning of a local government institution and the environmental and social challenges in Cape Town. The interns have the opportunity to develop their own project as well as being involved in on-going programmes and work in the department. Also a major goal is to facilitate global education / learning through the internship, preparing the intern for on-going work in the field through an activity in his or her home city and a future career.

**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.*

Fields of work will include environmental management systems, energy efficiency, biodiversity, climate change, environmental education and communication, public awareness raising, monitoring and evaluation of programmes, green procurement etc. Their tasks will include desk studies, internet research, interviews and site visits. More specific tasks will be linked up to the current situation and requirements as defined closer to the time. In particular, the interns will be involved in the integration of low-income communities with green open spaces, including protected areas and river corridors.

**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.*

Urban Planning / Urban Development / Development Studies / Environmental & Biodiversity Sciences / Geography / Political Sciences / Communications

Openness, autonomy, research, empathy, sense of humour and presentation skills, experiences in the field of urban environmentalism; some knowledge of conducting social surveys would be an advantage.

**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.**

A local intern will be working within the Environmental Business branch for a 12 month period, between February 2016 and January 2017 and will work closely with the GLEN participants during their tenure. This has been an excellent area of co-operation and collaboration concerning the GLEN programme in recent years .

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

South Africa is an emerging economy and is experiencing strong economic growth, at the same time facing challenges regarding sustainability: social challenges as well as environmental challenges. South Africa cooperates with nations all around the globe. Cape Town is situated in the south west of the country and is a city including both first and third world elements. Many of the primary challenges of urbanisation are manifest in Cape Town, including an influx of 50 000 rurally-based persons per annum. Interns will be working on projects which seek positive and co-operative responses to these socio-economic and ecological challenges, also engaging in global learning at a meaningful scale. The GLEN participants will have the opportunity to learn, work, and live with both South Africans and international interns / students / colleagues / neighbours. Most projects which are tackled by the interns will involve contact with the many diverse cultures and citizens of Cape Town.

## Part 6

### Declaration of honour

(to be signed by the person proposing the internship)


I, undersigned...Stephen Granger....., 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	Stephen Granger	
Place and date	Cape Town 15 September 2016	Signature 

## 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 South Africa  
Building local government resilience and community interaction  
 Title of the internship City of Cape Town  
 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 Stephen Granger

Place and date Cape Town 15 september 2016 Signature 

**Please hand in the signed Declarations of honour and cooperation per fax of (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!**