

Sida's Department for Latin America has decided to initiate a pilot program for professional internship and competence development for spouses of Swedish employees in Latin America. Through this program every participant is entitled to apply for a financial contribution to cover costs in connection with unpaid internship.

The objective of this program is to create opportunities for spouses of Swedish employees to obtain an internship with a relevant institution, company or organization in the country during the period of the posting so that their competence and experience can be of use and be further developed.

The Internship Program provides an opportunity for mutual support and exchange of knowledge and experiences between a host organization and the intern. With relatively small commitments the host organization will have free access to highly qualified and motivated interns that can bring new perspectives to an organization's technical and professional development. It is also an opportunity to promote better understanding between countries and cultures. Through the intern it is also possible to make connections to valuable networks and contacts in Sweden or elsewhere.

What is an internship?

A position is considered an internship when it provides a job-related learning opportunity. Internships can be opportunities to do practical work assignments and projects, to develop skills, gain experience, make connections, and become exposed to an organization. Interns are not considered officials or staff members of the host organization or Sida. An intern cannot substitute or systematically carry out tasks normally conducted by a regular staff member of the host organization. The specifics of the internship should be determined prior to the start of the internship to avoid any confusion or disappointment. The relationship between the host organization and the intern is one of mutual benefit.

Who can receive support from an intern?

The host organization could be companies, national authorities, Non Governmental Organizations, multi-lateral agencies or other embassies. The mission of the host organization must in a broader sense contribute to the overall development of the country and cannot be in conflict with the objectives of the Swedish development cooperation.

What are the internship conditions?

The Internship Program can only take place in countries where Sida is represented in Latin America and where the internship is not in conflict with labour legislations. The applicant him-/herself is responsible of finding a host organization for the internship. The Embassy / Section for Development Cooperation may help with suggesting organizations or transmit information on contact persons.

The applicant must have an internship at a host organization in order to apply for the program. Only interns involved in unpaid internships are eligible to participate in this program. The internship must correspond to at least 50% occupation during at least five months and take place during the period of 2006–07. It should be clear to the host organization that there is no expectancy of employment of the intern at the end of the internship or any expectancy of receiving financial support from Sida.

Interns are bound by the same duties and obligations as regular staff members and are expected to carry out the duties assigned to them. A contract, which provides the guidelines for the internship, must be signed between the host organization and the intern. Interns are assigned to work with a supervisor, who is responsible for providing them with a job description, work plan and a work place. Upon completion of the internship, both the supervisor and intern are required to complete a short final report describing what was achieved during the internship. The host organization assumes the responsibility to issue a work certificate upon completion of an internship.

Any equipment financed by this programme should be handed over to the Embassy/ Section for Development Cooperation at the end of such internship.

Sida assumes no responsibility for costs arising from accidents and/or illness incurred during an internship. The participant is covered by Sida's (or Ministry for Foreign Affairs) system for insurances for overseas staff. The participant him-/herself must finance any other insurance.

Would you like to become a host organization for an intern from the program?

If your organization is interested in participating in the Internship Program, the spouse should forward his-/her application, at any time, directly to:

Internship Program
Att. Head of Division
Department for Latin America, Sida
105 25 Stockholm
Sweden

Applicants should submit a short application letter stating:

- name of the host organization;
- what he/she hopes to learn from this experience;
- period of time and occupation of internship;
- his/her responsibilities;
- Indicate from whom and how he/she will receive supervision;
- Budget of cost to be covered.

The selection for internships is handled by the Department for Latin America. Applicants will be informed about the outcome not later than 2 weeks after receiving an application.

For additional information please contact Ylva Ternby (e-mail: ylva.ternby@sida.se or phone: +46 (0)8 698 5194) at Sida's Department for Latin America or the Swedish Embassy / Section for Development Cooperation in your country.

Halving poverty by 2015 is one of the greatest challenges of our time, requiring cooperation and sustainability. The partner countries are responsible for their own development. Sida provides resources and develops knowledge and expertise, making the world a richer place.



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Sida's pilot program for professional internship

