



NATIONAL VOLUNTEERS AND INTERNS

Sambhali Trust is a UN-recognised charitable organisation in Jodhpur which was established in 2007, empowering women and girls through education and a vocational skills training. Amongst the 21 projects that we run there are 7 Primary Education Centres for children and 8 Empowerment Centres.

Volunteers form a very important role in helping support our tutors teaching Hindi, Maths and English on a daily basis as well as teaching weekly educational workshops. We have about 50 volunteers each year, both national and international. Sambhali has hosted many volunteers and interns from different backgrounds and esteemed universities in India, studying Law, Fashion, Architecture, Business Management, Gender Studies, Medicines and Police Academies.

We would like to welcome many more national volunteers who have the dedication and passion to help teach the women and children in our centres so that they become literate, have a good broad education, understand good practical knowledge about how to access local facilities, improve their self-confidence and above all believe in gender equality.

If you would like to become part of Sambhali Trust and see how your time can help these women and children to improve their lives, you can apply to **volunteer@sambhali-trust.org** with the following information.

PROJECTS FOR NATIONAL VOLUNTEERS

1. SOCIAL MEDIA AND PROMOTION

KEY RESPONSIBILITIES

- Management of Sambhali's Instagram, Facebook and Twitter accounts
- Searching new portals for promotion of the Trust
- Regular updating of the Trust's online portals and pages
- Attending the weekly Sambhali workshops at Sambhali centres

2. CONTENT WRITING AND PUBLICATION

KEY RESPONSIBILITIES

- To assemble content for the Sambhali newsletter, journals and Sambhali Blog
- To work closely on the Volunteer Reports
- To attend the weekly workshops at Sambhali centres and document the response
- To assist in creation of new fliers or promotional matter

3. LEGAL AID/CONSULTING

KEY RESPONSIBILITIES

- To assist with the Sambhali helpline number - Nirbhaya Helpline
- To provide with Legal assistance/counselling to the victims
- Conduct workshops on Women's Rights at Sambhali centres
- To attend the weekly workshops at Sambhali centres

4. EMPOWERMENT CENTRES/PRIMARY EDUCATION CENTRES

KEY RESPONSIBILITIES

- To assist in teaching and skill training activities at various centres
- To work closely with foreign volunteers and assist them with translation and documentation
- To attend the weekly workshops at Sambhali centres

WHO CAN APPLY

- Students enrolled in undergraduation or post graduation courses in any stream
- Applicants with active Instagram and Facebook user IDs
- Students enrolled in Law courses or of Legal/Law background
- Applicants with excellent communication and verbal skills in both Hindi and English
- Applicants interested in research and content writing
- Applicants who are available for at least three weeks and minimum of 15 hours per week
- Women trying to restart/start their careers

REQUIREMENTS

- Resume
- Motivational Letter
- Reference from your College/University/Employer/Teacher
- If you are under the age of 21 years, a reference letter from your parents/guardian

At the end of the internship, the interns will be awarded with a **certificate of recognition** and a **letter of recommendation** based on their performance. Since Sambhali is a non-profit organisation no stipend will be provided.

The Trust will hold the right to terminate an internship at all times.

DOS AND DON'TS FOR VOLUNTEERS

Dos

- arrive on time; notify your supervisor well in advance if there is any problem in meeting your shift commitment
- respect the diversity of beliefs and faith practices of women, children and co-volunteers
- socialise with the participants of the Trust during visits at centres; volunteers must act professionally yet kind to make them feel respected and understood as much as possible.
- maintain confidentiality concerning the people we serve
- follow all the ethics of the NGO before going for any type of research or posting anything on social media
- careful about the local culture, tradition

Don'ts

- No volunteer is supposed to engage in a relationship with the women and children of Sambhali Trust, and the code of conduct and policies (available on the website) must be followed.
- ask women or children any probing or personal questions
- give or lend money or gifts to women
- use any type of drug and alcohol during working hours