

CENTRE FOR ENVIRONMENTAL LAW AND GOVERNANCE

Internship programme

CELG pursues the supreme objective of promoting a well governed society whose rights are respected and protected, and to achieve this goal it places emphasis on capacity enhancement, rights advocacy and policy engagement through working in partnership with communities.

Overview

CELG maintains an active internship programme, which hosts interns from around Tanzania. Key objectives of this programme are to:

- Train students and recent graduates in the various elements of CELG's work and expose them to the challenges and opportunities of rights advocacy, capacity enhancement and policy engagement.
- Provide support for CELG staff on research and advocacy, outreach and education, organizational management and fundraising, and litigation.
- Bring thinking and skills from around the world to CELG through students from diverse institutions, and create a network of contacts with these students in Tanzania and beyond.

This programme is an important element of CELG's operations, as well as an important recruitment tool for future administrative and managerial staff.

The Internship experience

Work

CELG's internship programme is focused on exposing interns to all facets of its work, while simultaneously encouraging specialization based on the intern's own skills and interests.

Interns participate in all of CELG's various engagements; include office meetings and strategy sessions, visits to the field, and workshops conducted by CELG or its partners. Interns partake in visits to other areas of Tanzania for outreach, networking and research. And when appropriate, they accompany advocates to various Tanzanian courts.

Interns receive substantive work assignments important to CELG's programming. Assignments range from drafting and editing legal, administrative or scientific documents, to conducting research from the office or in the field. Interns have, for instance, helped draft organizational policies, project proposals and programme evaluations. In addition, interns are encouraged to formulate and complete an independent research report on a topic of their choice. This report may be legal or scientific in character. Previous reports have looked at analysis of good governance, environment, human rights and organizational development.

Supervision

The CELG office is intimate, and interns are encouraged to build relationships with all members of its staff. In addition, interns are paired with an advocate who is responsible for providing the intern with supervision, assignments and feedback. Supervisors are designated based on the interest of the intern, and the focus and current work of staff members. CELG does not accept more interns than it can adequately supervise and provide substantive work for.

An intern coordinator is available to assist in pairing of supervisors and interns, and to respond to any problems, questions or needs that may arise during the internship.

Tanzanian Experience

Finally, CELG thinks it important that its interns, particularly those visiting from abroad, are exposed to various elements of Tanzanian life and society. CELG therefore encourages visitors to explore what Dar es Salaam and the rest of the country have to offer and try to give support with advice and information.

Evaluation

At the end of their stay, interns are requested to submit a report on the strengths and weaknesses of the programme, including any suggestions for future improvements.

Tracking the programme

The work products of interns are used in all areas of CELG's programming. In order to track the contributions and effectiveness of the programme, CELG also maintains a database of:

- Research projects generated through the programme,
- Final internship evaluations, and
- Names and contact information of past interns.

Length of Stay

Domestic students are generally expected to stay with CELG for at least six months. Internships for any international students last a minimum of 10-12 weeks.

Orientation

Orientation begins a few weeks prior to arrival at CELG, when interns are provided with preparatory reading material on the organization. It continues through the first week of the internship period, as interns are given an overview of CELG's current initiatives and other relevant information. During orientation, interns and the supervisor produce a general internship plan, and interns are encouraged to define their potential area of independent research (if they have not done so already).

Location

Most internship is conducted at CELG's main offices in Dar es Salaam. In addition, CELG occasionally assists interns in finding appropriate locations in other areas of the country for relevant research.

Language

All of CELG's official work is generally conducted in English. Knowledge of English is therefore required. Knowledge of Swahili is not required but helpful, particularly if visits to rural areas are a significant focus of the intern.

Compensation

CELG is not currently able to provide payment for internships. CELG does its best though to assist interns by covering the cost of field visits and other work-related travel when possible.

Housing

CELG does not provide housing for its interns. It can recommend a variety of housing options, however, based on the needs and budget of the intern.

Laptops

If students have access to a laptop, they are strongly encouraged to bring it for use during the internship period.

Employment opportunities

CELG does not guarantee future employment for any of its interns. That said, however, many of its current administrative and managerial staff started at CELG as interns. The internship program is a good way for interns to get to know the

work of the organization, and for the organization to get to know the strengths of the intern. Later employment is more common for domestic than international interns.

Applications

To apply for an internship at CELG please submit a CV and cover letter. Include in your cover letter the proposed dates for your internship, and your particular areas of interest related to CELG's work. Applications are accepted year round. For international students, the months of June - August are most popular. Students interested in interning at CELG should contact the Executive Director at CELG with a resume, cover letter and writing sample early for the best chance of a placement. More information is available on our website at www.celgtz.org