



YFU-Norway - Call for intern working with volunteers

YFU Norway has a small secretariat of three people housed in Oslo, Norway. We are offering an internship of 6-12 months, starting as soon as possible. The internship will focus mainly on assisting the volunteer network, but some administrative tasks should be expected. A designated YFU-Norway staff-member will serve as a supervisor through the internship. Applications should be sent to post@yfu.no as soon as possible and before September 30th.

Main tasks for this internship:

- Assist the secretariat in their work towards the volunteer network
- Assist our volunteers during the recruitment seasons
- Mapping the needs of the volunteer network in Norway
- Developing and organizing workshops according to these needs
- Assist volunteers and the secretariat during orientations
- Help maintain and develop good ways of sharing information between volunteers and the secretariat
- Further develop the content of the internship together with the secretariat

Requirements:

- Background as an exchange student and/or YFU volunteer
- Ability to work independently on projects (including coordinating travel and accommodation)
- Analytical skills, be able to translate feedback and input into educational material for the volunteers
- Public speaking skills and good communication with young volunteers
- Ability to work in a team as well as alone
- Flexibility and adaptability
- Enthusiasm and a sense of humor
- Basic computer skills
- Able to understand and speak a Scandinavian language

Expenses and accommodation:

Accommodation will be arranged in a host family in or near the Oslo area. The intern will receive a monthly card for travel within Oslo and a monthly allowance of 2,300 NOK (≈250 €). The intern will have to use his/her own phone, but YFU-Norway will provide a Norwegian sim-card with a standard subscription.

The intern will work with the rest of the secretariat from our office in Tøyen, Oslo. There might be some travel related to this internship, travel expenses will be covered by YFU-Norway. Questions concerning the internship can be directed to post@yfu.no or (+47) 22 69 81 80.