Traineeship Program

for Russian civil society Professionals in the Baltics

Description

In recent years the civil society has becoming more active and viable in Russia and in order to foster this movement and offer Russian civil society activist an exchange of experience with the sector in the Baltics.

The *Traineeship Program for Russian Professionals in the Baltics* is aimed at providing a group of Russian civil society activists short term professional internship to gain knowledge and experience in project management in areas like education, social entrepreneurship, good governance, crowdfunding etc. Successful trainees with an ambition to escalate their practical know-how and skills in developing and managing projects in NGOs based in one of the three Baltic countries and will not only gain practical experience but also have to develop project concept in response to a real call for proposals under the project.

The programme envisages to assign the trainee who will monitor the activities of the trainee on a weekly basis and give the opportunity for the trainee to consult with her/his mentor and/or project managers on a daily basis.

Trainee profile

The trainee is a middle-level social Project Manager who works in the NGO sector. The Candidate has obtained some experience and he/she and continues to actively engage in the social sphere and would benefit from gaining new experience in an institution with similar projects. The potential trainee represents his organisation which is a part of the civil society sector. The candidate has language knowledge of Russian and English (at least intermediate level) to enable him/her to participate in unformal communication as well as to be included in the daily work activities. Candidates with not only a strong motivation and potential to benefit from the program, but also with a future vision, how this programme could foster cooperation between Russia’s and the Baltic countries NGOs, will be selected.

Duration and Funding

The full-time traineeship will last 3 weeks and take place in the fall of 2016 and spring 2017 (depending on availability) in all three Baltic Republics. A mentor, an experienced project manager, will be assigned to each trainee. Traineeship working languages: English and Russian.

The mentor will be paid 300 EUR (before tax.) for the 3 week period. Also the programme covers accommodation, travel and daily catering costs (per diem) for each trainee.

Benefits for the organisation

* Experience with working with Russian civil society representative
* Networking opportunities
* An extra temporary staff member for daily jobs

Mentor’s duties

* To coordinate the daily tasks for the trainee
* To spend 2-3h daily for train and explain project processes to the trainee
* To do a weekly evaluation of the trainee

Call for projects applications:

Each trainee will have the opportunity to develop a project proposal and apply for partial or full funding for the intended Social responsibility project. The total amount of funds available for the grants is 8100 EUR.

Contacts:

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The Traineeship program is organized by the Latvian Transatlantic Organisation in cooperation with *Risinājumu Darbnīca.*