

## **NEAR PROGRAMME INTERNSHIP (15/05/09)**

|            |                   |
|------------|-------------------|
| Job Title  | Intern            |
| Location   | London            |
| Hours      | 2 days per week   |
| Duration   | 6 months          |
| Reports to | Programme Officer |

### **Terms of Reference**

#### **Introduction**

NEAR is a membership-based, non-governmental organisation which facilitates international collaboration between organisations active in issues of academic freedom and educational rights. NEAR was launched by UNESCO in 2001 and since then has successfully defended the rights of many in the education sector including scholars, teachers, students, administrators and staff. On behalf of its members and its Council, the NEAR Secretariat acts as an effective and efficient clearinghouse, facilitating the rapid global transfer of international academic and educational rights abuses through its website.

Academic and educational rights are most frequently abused at the hand of repressive regimes, often during times of political instability. Academics, educators, students and unionists can face curtailment of their research activities, detention or in the most extreme cases, even murder. Infringements of this kind demand worldwide publicity and immediate action. Through its website, NEAR brings international attention to violations of academic freedom and human rights and encourages a response in the form of urgent action appeals. It provides members with timely email alerts, resources to launch campaigns and a discussion forum in which to share experiences. NEAR has recently launched a detailed newsletter which documents academic freedom news by country.

In collaboration with the Scholars at Risk Network (SAR) in New York, NEAR has recently embarked on an exciting new project aimed at training a cohort of regional scholar-advocates to serve as 'international academic freedom defenders.' The collaborative NEAR/SAR project aims to conduct a series of such workshops in strategic countries using a comprehensive training curriculum (including legal and skills-based modules). NEAR and SAR are also responsible for coordinating post-workshop activities, designed to reinforce training goals and to mobilise workshop participants to undertake advocacy and research to defend human rights, promote academic freedom and strengthen higher education communities.

#### **Duties will include**

The Programme Intern will be responsible for supporting the NEAR Programme Officer in the smooth running of all core activities, including:

- i. The Action Alert Programme: The intern will be responsible for researching violations of academic freedom around the world and writing accurate, balanced alerts complete with background information and recommended actions (see website for examples).
- ii. NEAR News Ticker: The intern will conduct a daily international media review and post relevant stories about academic freedom and educational rights on the NEAR website.

- iii. Campaigns: NEAR provides its members with relevant materials and research to launch their own campaigns. The intern will be responsible for building a catalogue of materials about specific countries for publication on the website.
- iv. Articles and Research: The NEAR website has recently included a new articles and research section, which provides interns with an opportunity to have their own material published. The intern will be urged to produce a short article about academic freedom and educational rights on a country of their choice.

### **Intern Profile**

- i. Fluent spoken and written English.
- ii. Superb writing skills with the ability to produce accurate, fluent text in short periods of time.
- iii. Excellent research/analytical skills.
- iv. Confident, sensitive with strong communication skills.
- v. Excellent attention to detail.
- vi. Understanding of issues of confidentiality.
- vii. Good working knowledge and experience of standard Microsoft, Excel and email packages.
- viii. Ability to work independently to deadlines.

### **Undertakings**

**\*\*The Programme Intern must be willing to work remotely from home/university and will therefore require internet access. However, the intern will be able to visit the office when necessary for meetings with the Programme Officer.**

### **NEAR will**

- i. provide a copy of the Action Alert Guide and other suitable training;
- ii. give consistent support and supervision. The intern will work directly with NEAR's Programme Officer.

### **The Intern will**

- i. adopt a professional approach to their work;
- ii. display enthusiasm and initiative;
- iii. raise any issues of concern with their line manager as and when these arise.