

# KNOW-HOW CENTRE FOR ALTERNATIVE CARE FOR CHILDREN, NEW BULGARIAN UNIVERSITY

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**Number of Placements:** 1-2

**Placement Site:** Sofia, Bulgaria

**Website:** <http://knowhowcentre.nbu.bg/>

## **Field/Subject Area:**

Open to all York students who meet the eligibility criteria

## **Position Description:**

Terre des hommes has recently launched an initiative called Child Protection Hub. It aims at developing a strong regional community of practice and innovation in South East Europe, among stakeholders who are contributing directly to the development and delivery of child protection services (professionals, academics, decision makers, experts, users). The project strategically articulates 3 types of interventions (knowledge management, capacity building and advocacy) around a regional network of professionals and agencies, supported by an online platform. The Hub's website and resources will be available in 5 languages: English, Albanian, Romanian, Serbo-Croatian-Bosnian and Bulgarian.

The Know-How Centre for alternative care for children is looking to hire two interns - a research intern and a marketing intern - to produce content for the Child Protection Hub and to promote the Hub in the region.

## **Specific tasks will include:**

- 1. The Research intern** will be contributing to the content of the Child Protection Hub online library. S/he will search through research databases, journals, online libraries etc. for the most interesting and relevant studies, best practices, innovative methodologies and tools in child protection. S/he will develop users' friendly content, summarize publications and pieces of research, ensure translations of studies into other languages, produce abstracts and other easy-to-read documents, etc.

### Requirements:

- A background in Social Science, International Development, Communications, Education or other relevant subjects;
- Excellent research, analytical and critical thinking skills;
- Excellent writing skills;
- Strong ability to communicate effectively in English, both verbally and particularly in writing;
- Previous professional experience in a research position an asset;
- Experience with websites is an asset;
- Knowledge of Serbo-Croatian-Bosnian, Romanian, Hungarian, Albanian or Bulgarian is an asset, but not mandatory.

- 2. The Marketing intern** will promote the Child Protection Hub to a wide audience in the region, assist in developing communication materials for the region, including visual resources, video, audio, etc. S/he will also assist in organising webinars and other online events, including promoting the events, assisting with identifying the topics, liaising with the speakers, moderating the events and writing summary notes and learning points

### Requirements:

- A background in Marketing, Communications, Journalism, Art, Social Science, Education or other relevant subjects;
- Experience with websites, digital tools and social media
- Experience in producing videos, podcasts and other interactive content is a strong asset
- Excellent writing skills
- Strong ability to communicate effectively in English
- Knowledge of Serbo-Croatian-Bosnian, Romanian, Hungarian, Albanian or Bulgarian is an asset, but not mandatory.

**Complete all tasks assigned, which includes but is not limited to the responsibilities outlined above.**

**Expected work hours:** 8 hours per day, 5 days per week

**Preferred start date:** Mid May

**Language requirements:**

Fluent English. Knowledge of Serbo-Croatian-Bosnian, Romanian, Hungarian, Albanian or Bulgarian is an asset, but not mandatory.

**Highlights of Organization/background information:**

The Know-how center for alternative care for children is part of the New Bulgarian University, and works for the realization of the mission of the university "to put at the service of society their academic potential and respond to the social and economic changes taking part in them with their projects, academic programs and research. We strive to create a culture of partnership and dialogue between all actors in the process of developing policies and practices for child and family.

The Know-how center support reforms related policies and practices for children, aimed at ensuring individual development of each child and adult and is guided by the understanding that social development is an investment in people, not supporting dependent resource allocation.