**CANADIAN NGO:**

| CECI seeks to improve the social and economic well-being of the poorest, most disadvantaged people in communities in Africa, Asia and the Americas and volunteers are at the core of this work. Ensuring women and young women are empowered and fully play their role as agents of change for a sustainable, inclusive development is central to CECI's work. CECI volunteers work towards women and young women's economic empowerment and the climate change resilience of communities by sharing their skills and expertise and working hand in hand with local partners.  In Guatemala, CECI works to strengthen the economic empowerment of indigenous and rural women and youth in the districts of Solola, Chimaltenango, El Quiche, Alta and Baja Verapaz, Sacatepequez and Guatemala. CECI volunteers work with civil society organizations and small and medium sized businesses , as well as the media, to create inclusive economic opportunities for indigenous women and youth, and foster an enabling environment for gender and cultural equality. In order to facilitate women's resilience to climate change, volunteers also support environmental awareness campaigns and the creation of green economic opportunities in growing sectors. |
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**LOCAL NGO:**

| Departamento de Emprendedores, Universidad Rafael Landívar, is the largest entrepreneurship training program in Guatemala. It supports 1,500 young entrepreneurs, has created 24 employment centres and has 60 certified entrepreneurship advisors.  It is a program that promotes exchanges between women and young women entrepreneurs and facilitates the learning of the tools used in business creation, which will help to create the conditions for greater economic stability, security and prosperity for many communities in Guatemala. |
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**JOB TITLE:**

| Social Media and Content Development Agent |
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**CITY:**

| Guatemala, city |
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**COUNTRY:**

| Guatemala, |
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**DURATION OF INTERNSHIP:**

| 3 months |
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**RESPONSIBILITIES:**

| * Support the partner organisation in developing content and illustrations for institutional campaigns on social media; * Contribute to the design and development of institutional content for communications in social media platforms; * Support the capacity building of the Rafael Landivar University entrepreneurship training department team in managing social media platforms s and programming content on the various platforms; * Support the partner organisation in designing institutional advertising campaigns on social media.   **TRANSVERSAL RESPONSIBILITIES :**   * Take into account gender equality, rights and diversity in all activities, with particular emphasis on the participation and representation of women and young women in all activities; * Integrate environmental issues and climate change adaptation in all activities; * Make sure to respect, at all times, the organisation's guides, manuals, guidelines or instructions related to security and safety; * Take the necessary means to ensure your own security, namely by establishing an individual risk mitigation plan in your place of assignment; * Deliver at least 3 Canadian public engagement activities (including 2 during the assignment and one post-assignment) which may include a fundraising activity; * Write the reports required by the partner organization and the CECI program. |
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**QUALIFICATIONS:**

| * University studies in communications, social sciences, international development or a related field. * Experience in managing social media platforms. * Experience in developing training modules and/or in training would be an asset. * Demonstrated ability to show initiative. * Ability to work as part of a team. * Ability to work independently and collaboratively in an intercultural environment. * Research experience. * Flexibility and ability to manage ambiguity. * Fluency in Spanish. |
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**DESCRIPTION OF CANADIAN NGO:**

| CECI seeks to improve the social and economic well-being of the poorest, most disadvantaged people in communities in Africa, Asia and the Americas and volunteers are at the core of this work. Ensuring women and young women are empowered and fully play their role as agents of change for a sustainable, inclusive development is central to CECI's work. CECI volunteers work towards women and young women's economic empowerment and the climate change resilience of communities by sharing their skills and expertise and working hand in hand with local partners.  In Guatemala, CECI works to strengthen the economic empowerment of indigenous and rural women and youth in the districts of Solola, Chimaltenango, El Quiche, Alta and Baja Verapaz, Sacatepequez and Guatemala. CECI volunteers work with civil society organizations and small and medium sized businesses , as well as the media, to create inclusive economic opportunities for indigenous women and youth, and foster an enabling environment for gender and cultural equality. In order to facilitate women's resilience to climate change, volunteers also support environmental awareness campaigns and the creation of green economic opportunities in growing sectors. |
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**LOCAL NGO:**

| Qachuu Aloom currently has 400 members in the municipalities of San Miguel Chicaj, Rabinal and Cubulco Baja Verapaz. Its mission is to ensure the sustainability of the organization by rescuing the ancestral knowledge of the production, and use of indigenous and creole seeds for the material and spiritual well-being of families in the communities. Allowing them to produce their own food in harmony with Mother Earth, as well as generating economic income.  Its objectives are to strengthen the Qachuu Aloom organization by keeping it active; to continuously improve agroecological practices and techniques; and to ensure that members are actively participating to build capacity for the production and marketing of agro-ecological products and services, diversify agro-ecological activities within the agro-ecological garden, and promote youth inclusion and participation. |
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**JOB TITLE:**

| Social Media and Content Development Agent |
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**CITY:**

| Alta Verapaz |
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**COUNTRY:**

| Guatemala, |
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**DURATION OF INTERNSHIP:**

| 3 months |
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**RESPONSIBILITIES:**

| * Support the process of improving and strengthening the business side of Qachuu Aloom; * Conduct market research on Qachuu Aloom's products and those of its * members; * Support the development of marketing strategies for Qachuu Aloom and its * members' products; * Support the development of new content to update its website and increase the visibility of Qachuu Aloom.   **TRANSVERSAL RESPONSIBILITIES :**   * Take into account gender equality, rights and diversity in all activities, with particular emphasis on the participation and representation of women and young women in all activities; * Integrate environmental issues and climate change adaptation in all activities; * Make sure to respect, at all times, the organisation's guides, manuals, guidelines or instructions related to security and safety; * Take the necessary means to ensure your own security, namely by establishing an individual risk mitigation plan in your place of assignment; * Deliver at least 3 Canadian public engagement activities (including 2 during the assignment and one post-assignment) which may include a fundraising activity; * Write the reports required by the partner organization and the CECI program. |
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**QUALIFICATIONS:**

| * University studies in communications, marketing, international development, * social sciences, or any related field. * Experience in marketing and/or communications. * Demonstrated ability to take initiative. * Capacity to work in a team. * Ability to work independently and collaboratively in a cross-cultural environment. * Research experience. * Aptitude and interest in remote volunteering. * Flexibility and ability to manage ambiguity. * Fluent in Spanish. |
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