

PCJ499H Individual Internship Terms of Reference

Background

Right To Play International is a global organization that protects, educates and empowers children to rise. We work with children in some of the most difficult and dangerous places on earth, helping them to stay in school and graduate, to resist exploitation and overcome prejudice, to prevent disease and to heal from war and abuse.

For more than 20 years, we have delivered programs with impact in both development and humanitarian contexts. As pioneers in a unique approach to learning, both inside and outside of the classroom, we harness play, one of the most fundamental forces in a child's life, to help children dismantle barriers and embrace opportunities. We are the only global development organization focused exclusively on using the power of play to transform children's lives.

We reach 2.3 million children each year in 14 countries around the world. By collaborating with teachers, governments, communities and parents, we unlock children's potential, enabling them to make positive and healthy choices and to create better futures for themselves, their families and their societies.

With a shared passion for our mission, our Culture Code guides how we act and interact based on five core pillars:

- Accept Everyone – Be intentional about inclusion
- Make Things Happen – Seek opportunities to lead and innovate
- Display Courage – Act with integrity
- Demonstrate Care – Look after yourself and one another
- Be Playful – Have fun at work

Please visit our [website](#) to learn more about who we are and what we do, and [watch this video](#) to find out about the five pillars of our Culture Code.

Role or Position Objective: Advisor, Policy & Stakeholder Engagement

Right To Play International is seeking an Advisor, Policy & Stakeholder Engagement for a 3-month internship from January 9th to April 6th, 2023. Working closely under the guidance of the Director, Policy & Stakeholder Engagement, the intern will gain valuable experience into political decision-making processes, policy analysis and policy influence activities, as well as coalition building and stakeholder management. In addition, the Advisor will take on responsibilities, such as the development of policy

briefs, public engagement campaigns and event planning. This is a unique opportunity to gain a deeper understanding of policy influence and resource mobilization activities for non-profit organizations in Canada.

During the period of employment, the Advisor will work closely INGO/NGO partners and other stakeholders and will be supervised by an experienced member of our team. The ideal candidate will have a strong interest in international development, the Sustainable Development Goals, and global education, as well as a keen interest in policy making and external engagement.

In this role, you will:

- Conduct policy analysis and produce policy briefs and recommendations;
- Support campaign activities, including external engagement and event planning;
- Actively participate in thematic working groups with peer agencies as a representative of Right To Play;
- Actively participate in dialogues with government officials at all levels to advance policy making agendas;
- Support key activities in Right To Play's global Thought Leadership Strategy.

Supervision: This position is supervised by Jennifer Slawich, Director, Policy & Stakeholder Engagement. The Advisor will have regular 30 minute meetings with the Director (2x weekly, or as needed) to check-in on activities and seek guidance to ensure the successful completion of tasks and assignments.

Duration: 8 hours per week for 12 weeks, from January 9th- April 6th, 2023.

Location: Working remotely.

Skills and Qualifications:

- Strong knowledge of/interest in international development, the Sustainable Development Goals, including global education (an asset);
- Excellent writing and communication skills, including proper grammar, sentence structure and spelling;
- Proven leadership to convene diverse stakeholders and find areas of agreement and collective action;
- Proven ability to analyze policies for gaps and opportunities to advance Right To Play's priorities;
- Willingness to be proactive, problem-solve and take on new challenges;
- Exceptional organizational skills and attentive to detail;
- Passionate self-starter;
- Ability to work in English

Internship Deliverables:

Support Canadian Government Engagement Strategy (30%)

- Research and analyze current political trends and identify opportunities to inform government priorities related to RTP's focus;
- Monitor new and ongoing parliamentary activities to to inform government priorities related to RTP's focus;
- Support potential national and global level advocacy moments (e.g., formal government processes such as budget consultations, policy reviews) to advance the organization's mandate and position the organization as a leader in the field.

Stakeholder Engagement Support (30%):

- Map relevant networks, working groups and forums (e.g., education, psychosocial support);
- Actively participate in networks and coalitions that seek to influence policy at the global and national level. Actively input into shared policy documents and advocacy activities;
- Engage in relevant coalitions and networks to build and strengthen partnerships with and alliances that are mutually advantageous and support the strategic interests of Right To Play;
- Ensure representation of Right To Play at key events. Develop and manage a calendar of conferences and events and ensure effective and appropriate representation;
- Support senior leadership's external engagement, when needed.

Global Thought Leadership Strategy (15%)

- Working in partnership with the Director, Stakeholder Engagement implement relevant activities within the Global Thought Leadership Strategy;
- Draft letters, briefing notes, speaking points, speeches and other material as needed for the CEO and senior leadership;
- Monitor political and public discourse on international development and humanitarian response in Canada, identify opportunities to grow RTP's thought leadership in Canada and globally, in particular in the areas of pre-primary and primary education, children's psychosocial well-being and protection in conflict and crisis.

Administrative Support as Required (20% of Time)

- Scheduling meetings;
- Note-taking;
- Other tasks as required.

Reflective Essay (5%)

- A short essay (500-1000 words) in which you describe the internship experience and reflect on its applicability to the PCJ academic program **(to be graded by the PCJ Program)**.

How to Apply:

- Please email your resume, and a brief cover letter indicating your alignment with the role to Jennifer Slawich at jslawich@righttoplay.com with the subject line **Advisor, Policy & Stakeholder Engagement. Please copy pcj.program@utoronto.ca on your application.**
- Applications will be accepted until 11:59pm on November 25th, 2022. One position is available for this opportunity.
- **Note:** PCJ interns will be enrolled in Winter: PCJ499H1S and receive 0.5 FCE academic credit upon successful completion of the internship