



TERMS OF VOLUNTERING/INTERNSHIP PROGRAMME

Name and address of the organisation: Udayan Care, 16/97-A, 1st Floor, Vikram Vihar, Lajpat Nagar-IV, New Delhi - 110 024

Vision of the organisation: To regenerate the rhythm of life of the disadvantaged.

Mission of the organisation: A nurturing home for every orphaned child, an opportunity for higher education for every girl and for every adult, the dignity of self-reliance and the desire to give back to society.

Description of the organisation: Udayan Care is a New Delhi based voluntary organisation that is committed to sustainable social development through working with disadvantaged children and women. Udayan Care was founded in 1994 and it is engaged in providing long term residential homes, where children, who are orphaned or abandoned, can be nurtured in a simulated family environment from the age of 6-18 years; giving monetary and mentoring support to girls from weaker sections of society enabling them to continue higher education; organising computer and vocational trainings to increase the employability of disadvantaged youth and adults; advising young adolescent from the slum in need of councils. In twenty years, we have been able to bring hope and joy in the lives of over 12,780 youngsters in 13 cities across 8 states and we also advocate, in the protection of child rights through organising conferences, participating in NGO networks, developing policy recommendations. Please, visit our website www.udayancare.org for more information.

Place of internship: Delhi / NCR Region

Position of the student: Intern or Volunteer

Person to contact: Ms Shradha Agarwal, Volunteer Manager, Mobile: +91-9312238377, Mail: volunteers@udayancare.org

Student profile: We are looking for different profiles according to several roles: social assistant, psychologist, educator, fundraiser, communication, accountant, HR responsible, IT developer, students interested in research to improve our Children's Rights and Care advocacy, etc.

In general, the students should be strongly interested in the cause and show sensitivity to the cultural and social circumstances involved in working in India and in Udayan Care Home and different projects.



Job description: We offer a vast range of positions within our organisation. The two main sectors of activities are:

a) Work in one of the children's homes. Principal tasks and projects:

- Social, psychological, health, cognitive assistance: support the growth of the children and propose ways to overcome psychological and physical deficiencies;
- Educational support: improving children's skills and capabilities by teaching English, helping them in doing homework, enhancing their self-confidence.

b) Work in the head office. Principal tasks and projects:

- Developing management system: empower organizational and IT system through research and development activities, HR management improvement, staff training, IT systems enhancing;
- Networking, Marketing, Fundraising, and Advocacy: strengthen partnerships with other organizations and countries, empower the marketing and fundraising strategy and participate to advocacy initiatives.

Internship/Volunteering duration and Working times: The duration of volunteering/internship and the working times will be disposed in base of students' academic and personal needs and the kind of project they are involved in.

Financial arrangements: The volunteering/internship placement is an unpaid position.

Volunteers/interns are not required to pay any registration fee. If they decide to choose to stay in one of our accommodation, Udayan Care can provide a shared room in one of the homes of children (with vegetarian food included) paying a small donation of Rs.500/- per day (approximately 7 € or 8 \$ per day).

It will be the responsibility of the interns to extend their medical and life insurance to cover the period of their stay with Udayan Care, as well as to carry proof of such insurance. The cost of medical and life insurance shall be the personal responsibility of the intern or Home University.

It will be the responsibility of the interns to acquire an appropriate Visa. An invitation letter from Udayan Care to the intern/volunteer will be issued if necessary.

Document required: Throughout the volunteering/internship period, students are required to:

- Fill the application form (attached copy) before arriving;
- Write a start-document defining the goals and the expected accomplishments;
- Send weekly reports to the contact person;
- Prepare a final report and fill an evaluation form before leaving.