

Uganda

Internship



Introduction to internships & philosophy

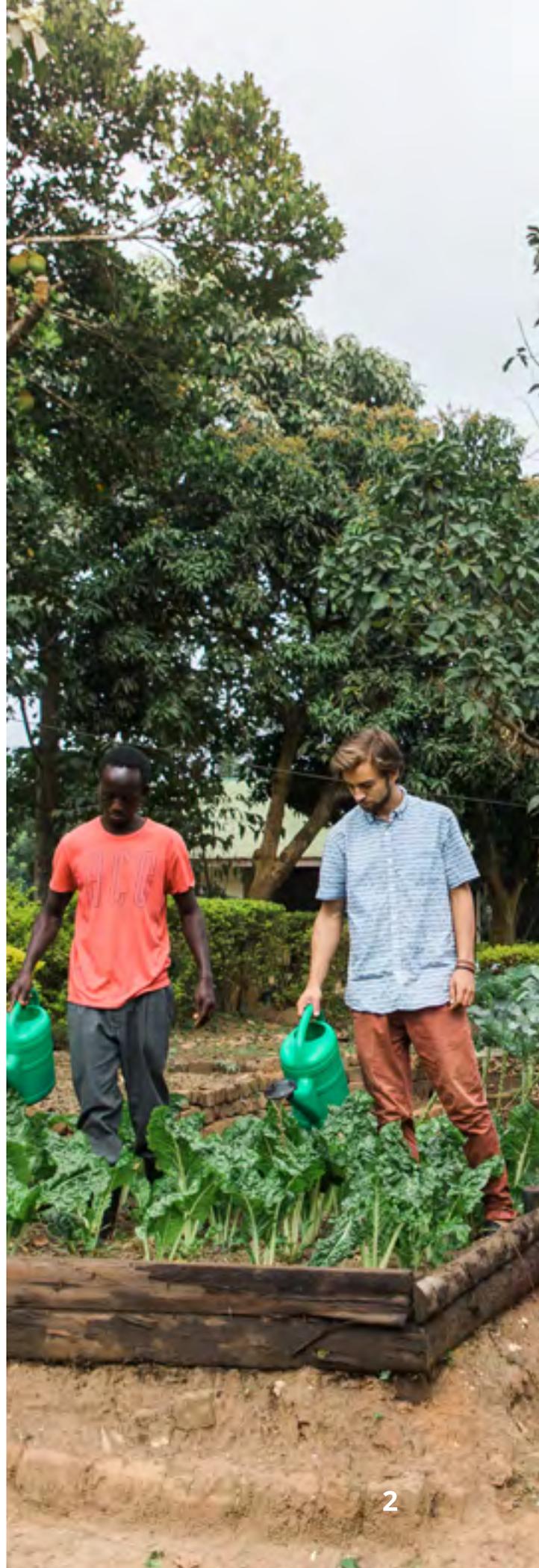
The internship component is one of the defining elements of the Semester in Development program. We offer hands-on internship experiences with locally-led organizations, allowing program participants to explore a variety of local and global issues while learning directly from grassroots changemakers. Our internship partner organizations cover a range of sectors within the international development and global issues sectors. We partner with organizations that are socially-focused, locally-led and community-driven.

The internship experience is intended to provide you with a realistic sense of what it means to work within the international development and social impact space. Your role will be designed with both your goals and the organization's needs in mind, ensuring that the placement is mutually beneficial.



Internships/ Philosophy

Insight's in-country team works closely with our partners to ensure that you're matched with an organization that is well-suited to your skill set and experience. As an intern with one of our partners, you'll be learning from a team of local experts while providing support to a variety of projects and tasks. Navigating a new culture and workplace can present challenges, so you'll work with a supervisor who will provide guidance and mentorship throughout the duration of your placement.





Overview/ what to expect

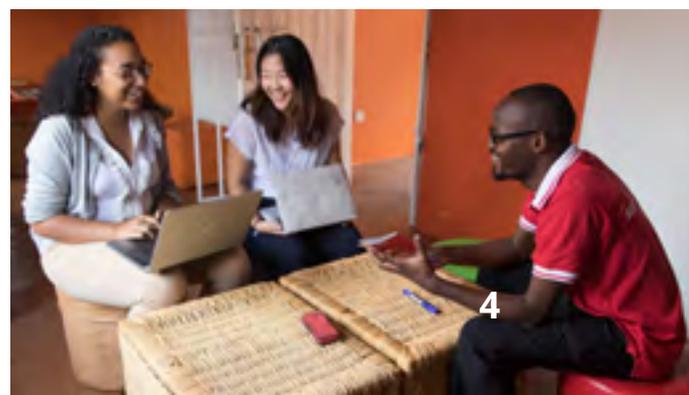
Internships are an increasingly important first step in gaining work experience. Interning is a valuable way to achieve the requirement of having initial experience expected for many of today's careers. Internships can be particularly impactful for those looking to break into the competitive world of international development, the environment and social justice, or are hoping to get a sense of what a future career in this field could look like. Our Semester in Development programming is designed to provide students with meaningful, immersive internships, while also allowing them to experience new cultures, all while earning credits through our partner universities.



As a program participant with Insight

you will intern four days each week (Monday to Thursday), from 9am-5pm, at your host organization. Your internship placement will be tailored to your individual interests, background, and skill set.

Each internship varies in terms of work responsibilities, organization size, length of commute, English proficiency of staff, and potential out of town field work trips. You may spend your entire internship working at a laptop in an office in Kampala's city centre, or you might spend time travelling through rural communities. Your internship experience is largely influenced by the type of organization you intern with, and their specific area(s) of focus.





The Internship Placement Process

Insight's internship programs begin with a careful process of determining the best internship fit for every student enrolled in our program.

Step 01.

Submitting your SID form

Once you've been officially accepted into the Semester in Development Program, you'll have the opportunity to complete the SID Internship Form. This form asks a series of questions related to the internship and will prompt you to provide details on your academic background, interests, skill set and preferences. This information will allow your Program Director to tailor the placement process to your specific needs.

Step 02.

Review Your internship Recommendations

Once you've submitted your SID Internship form, your Program Director will schedule a call with you to review the information you've provided, and discuss some internship options. Your Program Director will then recommend 2-3 organizations for you to apply for an internship.

Step 03.

Preparing your internship application

The next stage of the placement process is focused on preparing your internship application materials. You'll be provided with program specific templates to help you draft a cohesive resume and cover letter for each organization. You will then send your application to your Program Director, who will submit it directly to the team at each organization for review.

Step 04.

Connecting with internship host organizations

Your Program Director will notify you once your application has been accepted by an organization, at which point you'll be introduced to a staff member at that organization. Alternatively, an organization might express initial interest in your application and request additional information or an interview. In some cases you may be accepted to more than one placement, in which case you'll be able to connect with the staff at each organization, allowing you to ask any questions and determine which organization will be the best fit for you. Your Program Director will check in with you regularly throughout this process.





Step 05

Confirming your Internship Placement

Congratulations! Your internship placement is now confirmed. The final phase of the placement process is to prepare for your internship. Your supervisor will send you the SID Internship Placement Overview form, which will provide you with helpful details about your host organization, the office environment and your role as an intern. Once you arrive in-country, you'll work with your supervisor to co-create your work plan.

Getting to your Internship

Kampala has a few options for getting to and from work! It will be your responsibility to get yourself to work each day, and to plan out your time accordingly. Your Program Director will provide additional tips and information on methods of transport, including information on safety and pricing.

Boda-Boda (Motorbike Taxi)

The most popular form of transportation in Kampala are boda-bodas, or motorbike taxis, that readily available to navigate passengers through busy Kampala traffic. Note that additional precautions are required if you choose to use boda-bodas (i.e. helmets are required for program participants, etc.). There are some safer boda-boda options available that provide passenger helmets and professionally trained drivers, that your Program Director will be able to connect you with when you arrive.



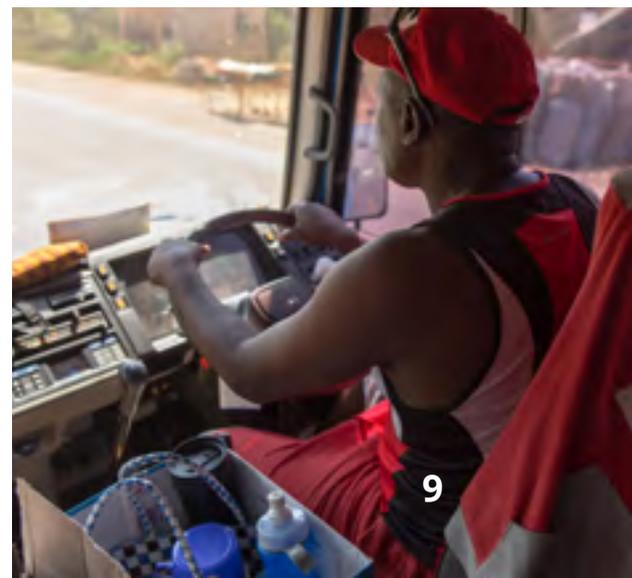
Getting to your Internship

Matatu/Taxis (Public Mibus)

Kampala has a number of public buses that run throughout the city. Matatus are the cheapest form of transport, but take longer and can be tricky to navigate for those who are new to Uganda. Be prepared to ask around for help to navigate the organized chaos of Matatus if you choose to try them out some time!

Uber

That's right - there's Uber in Kampala! However, there are a few differences. For example, many drivers prefer cash (and you can use cash as a payment method on Uber in Kampala), and you'll likely have to direct your driver as Uber's mapping isn't always accurate and many drivers choose to conserve data.



A day in the life

07:00
am

Wake up, shower, make breakfast and get ready for work! Most offices start work at about 8:30-9am. It will take a few days to get a feeling for Kampala, and how long it takes to arrive on time, particularly if you plan on taking a public minibus or Uber as these are often slower than boda boda in traffic. Kampala's rush hour traffic is especially hectic, so you'll need to plan ahead of time for unexpected delays. Our partner locations can take anywhere from 10 minutes to an hour to get to, depending on traffic.



10:30
am

Some internships will have a dedicated coffee or tea break mid-morning. This is an excellent opportunity to socialize and get to know your coworkers. In Uganda, personal relationships and a sense of community are highly valued within the workplace.



12:00
pm

Some internships will be located very close to restaurants or markets, while some are located in more residential areas with fewer dining options. Take the time in your first week to determine if you need to pack a lunch or can purchase food close to your work. Many offices will have some type of lunch option available, wherein local food is cooked on site or delivered throughout the week. Discuss this with your supervisor.



05:00
pm

Most internships will wrap-up at 5pm. You may choose to order an Uber or Safe Boda, or hop on a Matatu. Some offices may even be within walking distance of the Insight accommodation. However, sidewalks are not commonly found in the city and therefore walking in Kampala can present some challenges.

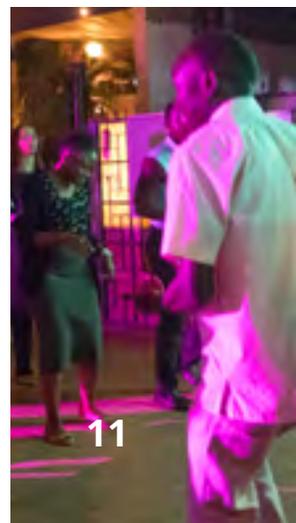


06:00
pm

You'll determine how long it takes to make your commute during your first week of work, so you can plan your evenings accordingly. It might make sense to pick up groceries on the way home from work or order food when you get home, as Kampala has a food delivery service with plenty of restaurant options.

07:00
pm

Your evenings are free to relax or go out and enjoy the city. There is no shortage of things to do during the evenings in Kampala: enroll in a fitness class, explore the evening markets near your house, grab a cold local beer at a nearby lounge, try out a new restaurant, or check out some live music or other arts & culture events with friends.



11:00
pm

Head home to unwind and get ready to do it all again tomorrow.



Frequently Asked Questions

Q: Can I choose my internship placement?

Based on their extensive knowledge of our partner network in Kampala, your SID Program Director will work with you one-on-one to find an internship placement that best matches your interests, abilities and career goals. Specific placements cannot be guaranteed, as they are dependent on the need, capacity and project cycles of our partner organizations at the time of the program. Our partner organizations will have the opportunity to review your application prior to confirming your placement, ensuring that it's a good fit both for you and for the host organization.

Q: I found an organization online that I'm interested in interning with, but I'm not sure if Insight is partnered with them. Can I still apply?

We are partnered with 40+ organizations across a number of sectors in Kampala. The majority of our partners are grassroots, locally-led organizations. Should you have an interest in a specific organization that is not listed as an active partner on our website, you are more than welcome to reach out to your Program Director to see if a partnership might be possible.

FAQs

Q: When will my internship be confirmed?

The internship placement process typically starts 2-3 months prior to your arrival in-country. In most cases the process takes a few weeks, as our partner organizations need time to consider your application, put together a work plan and identify an internship supervisor within their team. Your SID Program Director will keep you updated regularly throughout the process. However, the length of this process may vary dependent on the organization's response time and recruitment procedures.

Q: What will my role look like?

Each internship placement varies depending on your host organization and the projects they are running during the months you are there. Some placements are entirely office-based, where others may involve regular community outreach or field work. Your role will also depend on your academic background, past experiences and skill set. Some typical internship tasks include:

- Communications & social media support
- Program support & facilitation
- Survey design, implementation & analysis
- Research
- Data collection & data entry
- Funding proposals & grant applications
- Report writing & editing

- Editing documents that have been translated into English
- Monitoring & evaluation support
- Client support & relations
- Administrative support
- Delivering educational sessions & workshops

Q: What should I wear at my internship?

Work attire in Uganda varies from office to office. We recommend you pack comfortable business-casual outfits, such as dress pants, knee length/long skirts, blouses/ button-down shirt and dress shoes. In some cases, interns have been involved in community outreach activities that required activewear, and field work in village communities will require more modest dress, with shoulders and knees covered. Once your specific placement is confirmed, you'll be introduced to your supervisor, who can answer any detailed questions about workplace culture and appropriate dress.





Ranita's Internship

A Global Studies & Biology major at Randolph College in Virginia, USA, Ranita was looking forward to gaining valuable experience working with a reputable international NGO, taking courses at Makerere University, and meeting new people through her Semester In Development, based in Kampala, Uganda.

Through her internship with Sawa World, Ranita collaborated on various projects to enable Ugandan entrepreneurs to put their business dreams into effect. Ranita was involved in planning dynamic workshops to encourage community members to develop new skills in order to fill economic gaps and enable their families to thrive. She was able to learn valuable techniques on how to effectively host and facilitate workshops

as well as empower individuals to improve their livelihoods. Ranita loves her Sawa World family, and felt like she fit right in from her first day.

In addition to earning credits for her courses taken at the renowned Makerere University and her internship experience, Ranita is also thankful for the people she met in Uganda. She made great friends with her roommates, other members of the cohort, and the community at the church she attends in Downtown Kampala.

“ Many of the people that I have met here have made me feel at home, and I'm thankful to have had the chance to make great memories. ”



Danielle's Internship

Danielle, who was a third year student in International and Agricultural Development at the University of California at Davis, completed her internship with Somero Uganda. Somero is a grassroots organization that strives to promote employability, skill development, and health of youth populations in order to improve the living conditions of individuals in Uganda.

Her role had been to interview and collect data from beneficiaries at their new jobs, which they were able to acquire because of the skills they gained through Somero's many skill-units (secretarial work, video editing, hairdressing, etc.), to ensure that their new skills have introduced them to better and sustainable ways of living. In addition, she wrote proposals and assisted in raising awareness about HIV in various communities.

Her tip for anyone interning abroad?

// Be open and friendly to those who you interact with; some of the most important and valuable topics to discuss can be very personal, and the ability to gain trust and create wholesome relationships is so important. //



Cameron's Internship

Cam was a Business Administration student at Simon Fraser University when he interned for a social business called Green Bio Energy (GBE). GBE designs, produces, and distributes innovative energy solutions under the brand name 'Briketi' to fight poverty, deforestation, and climate change.

In his role, Cam worked directly alongside the Sales and Project Manager in GBE's business development department. Specifically, he worked on growing business and sales within GBE's training and consultancy services for briquettes production and business management. He had the opportunity to visit various companies and NGOs around Kampala to discover potential partnerships for GBE, and was responsible for communicating GBE's products and impact on people and the environment. He also supported the sales staff by developing their marketing tools and trainings.

Cam threw himself into his role and found ways to make the most of his experience.

" Honestly, my work and experiences with GBE have been among some of the highlights of my time in Uganda. I think a crucial factor in adjusting to a new workplace is the time spent at first just learning about the company, how they operate, and the aspects of everyday office life. It's so important to not come and expect to make an impact right away, as much as you want to. Spend time reading through any documents or news articles about the company, introduce yourself to everyone and ask about them and their roles. Ask questions about everything! It's good to be curious and eager to learn. "

“ The Semester in Development made me really stand out to potential employers.

Thanks to the program, all of my interviews went really smooth. Living in Fiji was a big conversation topic during my interviews. The experience made me seem like a more interesting and well-rounded person. I was able to get a job with the company of my dreams soon after returning home, and I credit a lot of that to my experiences abroad, and my abilities to convey what I did in Fiji. In the last year since coming home, I've done so many more things that I would have never tried before. I am more adventurous. I used to say no to things a lot. I now say yes to opportunities a lot more than I ever used to or could have imagined. //

- Nadine Maier

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