



YOUTH CORPS
SINGAPORE

Empowering Youths, Igniting change.

INTERSHIP PROGRAMME



What this internship offers you



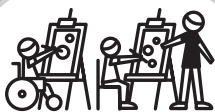
Make a
Difference
in the community!



Have a **Deeper Understanding** of
the social service sector
in Singapore



Opportunity to
Network and interact
with youths from various
walks of life



Attend courses/workshops
relevant to your job
scope (Only applicable
for internship period of 6
months or more)



Guidance and
Coaching from an
assigned supervisor
throughout the
internship



Opportunity to **Curate**,
Coordinate and **Manage**
community-related events for
youth volunteers

Introducing the 3 Working Teams

Journey Crafters (JC)

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The JC team is responsible for recruitment and engagement of Youth Corps volunteers. This includes outreach to the various educational institutions and engagement of volunteers through events such as Volunteer Appreciation Day. The JC team is also in charge of the marketing and branding of Youth Corps Singapore.

Role of Intern:

- Recruitment and outreach to youths
 - Preparation for roadshows and sharing sessions in schools
- Support the marketing and communications team
 - Managing social media sites
 - Designing materials for publicity
- Assist in conceptualising and implementation of events
 - Organising social gatherings
 - Involvement in YCS volunteer events such as Volunteer Appreciation Day

Specific Requirements:

- Background in Marketing Communications, Graphic Design, Events Management or equivalent
- Possess excellent organisational and communication skills
- Flair in designing and interest in social media marketing
- Proficient in Adobe and Microsoft suites
 - Photoshop, Illustrator, Word, Excel, Powerpoint
- Has prior experience in organising events

“

This internship is memorable because it gives me a paradigm shift – a better understanding of what Youth Corps Singapore stands for, and more importantly, what it means to me. To me, Youth Corps Singapore not only connects and collaborates, empowers and serves, but it is also an authentic proof of how so many possibilities can be sprouted by youths with a great deal of compassion and commitment.

”

Jane Lam,
Journey
Crafters Intern



Journey Crafters – Programmes and Partnership (P&P)

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The P&P team looks into coordinating programmes in The Red Box, to engage, inspire and develop youth volunteers. The team also provides support to youth leaders in various interest-based clusters, and provide consultancy to youth volunteers initiating ground-up projects.

Role of Intern:

- Assist in planning and coordination of programmes in The Red Box to engage youth volunteers
- Opportunity to network and collaborate with various community organisations
- Support in designing publicity materials for P&P events
- Host, welcome and interact with youth volunteers

Specific Requirements:

- Background in events management, social enterprise, management or equivalent
- Passionate about engaging youth volunteers and local community
- Has a good understanding of varied perspectives of issues in the social and youth sector and community
- Proficient in Adobe and Microsoft suites – Photoshop, Illustrator, Word, Excel, Powerpoint
- Possess excellent organisational and communication skills
- Has prior experience in organising events

Naqilah,

*Ngee Ann Polytechnic
(Journey Crafters,
Programmes and
Partnership Intern)*

“

I love interning in YCS because I find myself learning new things every day. I don't just gain knowledge on what my job scope requires me to do and I am very happy with the amount of things that I learnt during my time at YCS. The greatest learning point would definitely be the design and events planning skills I pick up while managing various events. Being a JC P&P intern, I helped to organise programmes in The Red Box such as The Teh Tarik Sessions and The Human Library. During these events, I love being able to interact with youths and joining task forces to work with them too! It was really meaningful to be able to bring these passionate youths together to do good for the community. Interning at YCS has brought me out of my comfort zone and I am very grateful to have been given a chance to experience my internship here.

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Community Collaborators (CC)

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The CC team works alongside with community organisations to curate a meaningful and positive volunteering experience for youth volunteers. This includes planning of activities to promote deeper interaction between beneficiaries and the youth volunteers. In addition, the team looks into the training and orientation for youth volunteers prior to the community service event.

Role of Intern:

- Research on social service sectors to gather landscape views of the various sectors and current community service projects ongoing in Singapore and overseas
- Assist in organising and implementation of community service events
 - Pre-event tasks such as site recce, planning of activities and conducting volunteer briefings
- Enhance existing volunteer management system through research and brainstorming

Specific Requirements:

- Background in events management, social enterprise or equivalent
- Passionate about social service sectors and community service work
- Has a good understanding of varied perspectives of issues in the social and youth sector and community
- Possess excellent organisational and communication skills
- Has prior experience in organising events

“

I felt like the internship at YCS was already a really great experience; it exposed me to a plethora of community needs and allowed me to meet many like-minded youth and adults passionate about encouraging volunteerism in Singaporean youth.

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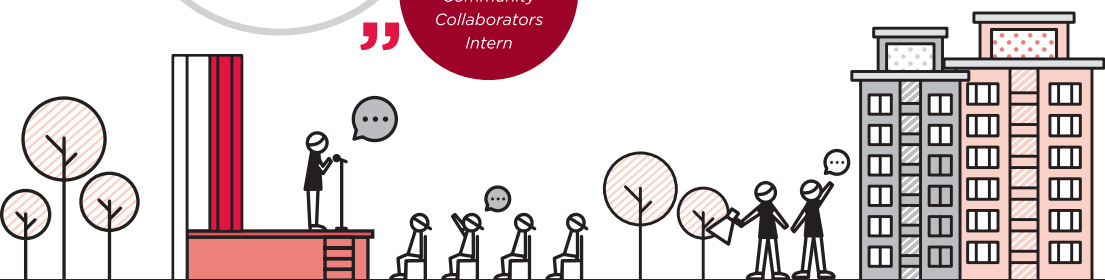
Elisabeth Fong,
Community Collaborators Intern

“

I felt that it is good that Youth Corps Singapore exposes their interns to various events organized by different department (e.g. leaders programme) so that they get to select which kind of learning they want to be exposed to.

”

Loy Yong Shin,
Community Collaborators Intern



Application criteria

Required attitudes:

- Passionate about serving the community and making a difference
- Willing to learn
- Adaptable, creative and resourceful
- Self-motivated and able to work independently

Duration of Internship:

- Minimum of 3 months
- Must be comfortable working on weekends and weekday evenings

Application procedure:

1. Interested applicants to submit their resume and period of availability to Youthcorps_enquiries@nyc.gov.sg or through their school course coordinator
2. Shortlisted applicants will be contacted for a subsequent interview
3. Successful applicants will be notified and contacted by NYC HR for administrative processing
4. Confirmation of internship from NYC HR

Testimonials from staff/interns:

“

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Jane Lam,
*Journey Crafters
Intern*

Loy Yong Shin,
*Community
Collaborators
Intern*

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Elisabeth Fong,
*Community
Collaborators
Intern*





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S I N G A P O R E

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 **Youth Corps Singapore**

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Part Of:

