****

Amnesty International Philippines

Telefax + 63 2 433 8100

www.amnesty.org.ph

**Volunteer/ Internship Application Form**

**Amnesty International Philippines (AIPh)** accepts students (local and foreign), NGO workers, professionals and interested individuals who are interested in doing internship and volunteer work in the institution.

AIPh’s **Volunteer and Internship Program (VIP)** is one of the organization’s approaches to enable members and interested individuals to develop their proficiency and skills in human rights work by:

* Providing an opportunity for hands on training in human rights work, and;
* Promoting expertise sharing between AIPh staff, volunteer-interns, and other partners.

A level of commitment, skills and experience is also required of volunteers and interns in their assignment into programs/ projects of AIPh. It will be ensured that their tasks and responsibilities correspond to their interests and fit their skill set. Also, the duration and nature of the activities/workload will depend on the agreements set by AIPh and the volunteer/ intern.

Internship or on-the-job training (OJT) is for academic requirements/ credits while volunteer work is not. A minimum of 100 hours for internship is required to ensure that the interns gain better experience and understanding of AI’s human rights work. Volunteers and interns below the age of 18 should secure a parent/ guardian’s consent prior to starting their work with AIPh.

**Information Sheet**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Basic Information** | | | | | | | | | |
| Name: |  | | | | | | | | |
| Birthdate (MM/DD/YYYY): |  | | | | Gender: | | |  | |
| Contact Numbers: |  | | | | | | | | |
| Email Address: |  | | | | | | | | |
| University/ School: |  | | | | | | | | |
| Course: |  | | | | | | | | |
| Please mark available schedule: | \_\_\_ Monday | | \_\_\_10am-6pm | | | | Other time: | | |
| \_\_\_ Tuesday | | \_\_\_10am-6pm | | | | Other time: | | |
| \_\_\_ Wednesday | | \_\_\_10am-6pm | | | | Other time: | | |
| \_\_\_ Thursday | | \_\_\_10am-6pm | | | | Other time: | | |
| \_\_\_ Friday | | \_\_\_10am-6pm | | | | Other time: | | |
| Number of Hours Required/ Willing to render: |  | | | | | | | | |
| Expected dates of work | Start date: | | | End date: | | | | | |
| University/ School Internship Coordinator | Name: | | | Contact no.:  Email: | | | | | |
| **In case of emergency** | | | | | | | | | |
| Medical condition/s: |  | | | Blood Type: | | | |  | |
| Person to contact: |  | | | Relationship: | | | |  | |
| Contact #: |  | | | Address: | | | |  | |
| **Languages Spoken and Level** | | | | | | | | | |
| **Languages**  w = written / s = spoken | ***Native level\**** | ***Fluent \**** | | | | ***Intermediate\**** | | | ***Basic\**** |
| Tagalog | w  s | w  s | | | | w  s | | | w  s |
| Ilokano | w  s | w  s | | | | w  s | | | w  s |
| Cebuano | w  s | w  s | | | | w  s | | | w  s |
| English | w  s | w  s | | | | w  s | | | w  s |
| Other, specify: | w  s | w  s | | | | w  s | | | w  s |

*\* Notes to assist you to assess your language level:*

* **Native level** - Primary language/mother tongue
* **Fluent** - Can speak/write the language with ease and without hesitation, understandable by native speakers with little effort
* **Intermediate** - ability to engage in a conversation and get the sense of what people are talking about though you may not understand everything that is being said
* **Basic** - knowledge of simple vocabulary and ability to engage in simple, short conversations.

|  |
| --- |
| **Volunteer/ Work Experience**  Please describe the jobs/ volunteer work you have done, including your duties and responsibilities |
|  |
| **Relevant Skills and Interests**  Please list your skills and interests so we can match it with your tasks |
|  |