

## PLACEMENT:

### Advocacy Intern at the Scalabrini Centre of Cape Town

#### SHORT DESCRIPTION OF THE NGO:

The Scalabrini Centre strives to alleviate poverty by promoting development in the Western Cape and by offering assistance to refugees and their children. The ultimate aim is fostering the integration of refugees/migrants into local communities.

#### NGO TARGET GROUP:

Refugees and immigrants - mainly from Zimbabwe, Congo, Somalia, Burundi and Rwanda. We also offer services to South African citizens.



#### PROJECT BACKGROUND:

The Scalabrini Centre Advocacy Programme offers legal advice and practical assistance with a special focus on vulnerable individuals, with the aim to ensure that their rights are respected. While the programme takes on any kind of issues related to discrimination due to someone's nationality, the programme has a particular focus on the needs and protection of persons affected by xenophobic violence, disabled refugees, and protection of unaccompanied refugee and migrant children. In addition to assisting individuals, the programme also conducts 'higher level' advocacy with the aim to change legislation and ensure the implementation of existing laws and procedures.

The advocacy intern works to assist in the following areas:

##### **Documentation** – Information and referrals regarding:

- Asylum application process
- Expired documentation/permits
- Appeal process
- Repatriation

##### **Hate Crimes/Xenophobic Incidents**

- Interview to document details
- Follow up of individual cases where needed: contact police stations, South African Human Rights Commission (SAHRC), Independent Complaints Directorate (ICD), counseling, etc.

##### **Childrens Project**

- Research: compiling research on policies and practices relevant to unaccompanied and separated minors in South Africa and on a comparative level
- Casework: assisting the Advocacy Officer in advising clients with regards to unaccompanied and separated minors, upkeep of Children's Project database, assistance with translation if applicable, with the guidance of the Advocacy Officer
- Individual assistance: making referrals and sometimes accompanying clients to services, with the guidance of the Advocacy Officer

##### **Research**

- South African government legislation
- Refugee issues in Africa

**INTERN KEY RESPONSIBILITIES:**

- Assist the advocacy officers with upcoming tasks, eg: research on specific project related issues, phone calls.
- Assist with the management of files for individual cases
- Participate in stake holder forums
- Compile a weekly press review from newspapers and internet sources on relevant topics
- Assist with other tasks that are necessary for the daily business of the organization, eg: cover reception

In general, the tasks of the intern will also strongly depend on his/her previous knowledge, skills and personal interests.

If possible, we will try to create a small project that the intern will be able to lead. The type of project will depend on other projects that are running at the centre at the moment and on the current political situation. An example could be a research oriented project that involves creating a survey, conducting interviews and compiling the collective data.

**REQUIREMENTS:**

- Academic background in a related area such as Political Sciences, Human Rights, Law, etc.
- Previous practical experience in working with refugees/migrants
- Knowledge of refugee law and/or migrant issues
- Pro-active engagement and willingness to get involved in Scalabrini's various activities
- Good communication and administrative skills
- Fluent English skills are necessary. Knowledge of French, Swahili, Lingala, Somali, Arabic or Portuguese an advantage
- The intern should be highly motivated to learn about issues related to refugees and migration in South Africa and be an independent worker capable of doing their own research
- Practical, neat, organized and motivated

**COMMITMENT:**

Monday – Friday, 8:30AM – 4:30PM  
6 month commitment minimum.

**LOCATION WHERE THE VOLUNTEER WILL OPERATE:**

Scalabrini Centre, 47 Commercial Street, Cape Town 8001

For more information or to apply to be a Scalabrini Centre Intern, please contact  
Amanda Kirk at [operations@scalabrini.org.za](mailto:operations@scalabrini.org.za) or 021 465 6433