



Internship and volunteering at KWA

What is Kuwait Water Association?

The Kuwait Water Association (KWA) is a non-profit non-governmental organization dedicated to protecting the water resources in the State of Kuwait. It is the first NGO in Kuwait in its field. Following the belief that water is both the endowment and responsibility of all people, KWA encourages interaction of various entities in water and environmental solutions. KWA raises public awareness and promotes community action at the local level. By accessing professionals in both the private and public sector, KWA enables the adoption of policies and the application of international water and environmental standards. We also aim to create a sound equilibrium between economic growth and the water by promoting practices of sustainable development. Some of our projects include awareness in water in schools, training and capacity building in water, grey water, water auditing in buildings, conferences, workshops, etc.

What internship opportunities are currently available at KWA?

An internship is an opportunity to put the academic knowledge to test through practical career-related work experience. Internship programs are frequent in corporate and private businesses, government agencies and non-profit organizations. The primary goal of every internship programs should be to provide interns with a chance to learn specific tasks and organizational experience, while contributing to the organization's needs.

Kuwait Water Association (KWA) is currently offering an internship to support the coordination of our work and programs. Through this Internship Program, we aim at offering a small group of outstanding graduate-level students the opportunity of acquiring direct exposure to KWA's work. This program is designed to complement development-oriented studies with practical experience in various aspects of youth, development, research, events organization and documentation.

Do you want to be involved in raising public awareness and promoting community action in Kuwait? To help us with on-going and future projects, we are now looking for a motivated and EFFICIENT intern to join our team in Kuwait. It is important that you are dedicated to our

objectives and are willing to work hard, as we are a small team with many activities and projects going on at the same time. KWA is looking for an intern that shows initiative, is creative, and is capable of working both independently and in a team and has good command in fundraising.

What are the main tasks of KWA interns?

Tasks are varied and change from support in administrative duties, event planning and management; the collection and analysis of information; the preparation of communication tools and materials; among others depending of the needs of the organization. In all cases, interns are involved in several processes of the overall organization and are given specific responsibilities. As well as several established programs, we are currently working to train students and employees in water and energy awareness. Other activities include, but are not limited to:

- Responding and following up calls for proposals, including drafting new ones for possible initiatives and improving the currently processed projects.
- Working on developing new fund-raising strategies for water, energy, and environmental funds for potential local and international donors
- Assuring that the highest standards of research and data collection regarding the different activities of KWA are maintained
- Follow up administrative and technical work related to some activities
- Participating in the relevant activities held in Kuwait
- Giving ideas and adding personal inputs in the projects
- Working on the visuals of the projects: logo, video...

What skills and qualifications are needed to be a KWA intern?

We look for youths with strategic, creative and innovative thinking, strong logical and analytical writing and research skills that they are able to assume responsibility and have good leadership qualities. Excellent communication skills, willingness to understand different views and opinions and basic understanding of different social issues, particularly youth, is important. Enthusiasm for research and mass communication is desirable. Fluency in English is necessary, and fluency in any other language (Arabic) is an asset. Other skills are:

- Affinity with working on projects
- Fund raising skills
- Excellent communication skills
- Strong networking skills
- Social and able to work with the local community

Why working as an intern at KWA will boost your career.

As an intern, you are not only looking to develop your skills but also for a significant experience to add on your resume to start your professional career. Working in a different country can be a challenge especially if this country has a very different culture than yours. After working in Kuwait, you will be able

to demonstrate your ability to adapt yourself in a new and different environment, which shows great skills of understanding and of flexibility. Taking up a challenge like this one shows your willingness to work, to try something new and to be different.

Working at KWA is a great opportunity to develop your professional skills and your autonomy. Being an intern does not mean being an assistant, you will have a lot of freedom and autonomy in your work. It is time to take responsibilities and to start your career as a future leader.

Where do the KWA Internships take place?

Internships will take place in KWA Headquarters in Kuwait. Assignments vary greatly in terms of content. Every attempt is made to match the interests of the intern with the needs of KWA.

How long do Internships in KWA last?

Internship assignments vary in length according to the availability and academic requirements of the intern, as well as the needs of KWA. Assignments are available on a part-time and full-time basis throughout the year on a rolling basis. The length is at least one month (with possibility of extension to a year).

Allowance

We offer: Chance to work for a successful NGO in a safe Arab country; we can offer a sharing hosting and local transportation only for international interns their internship last no less than 6 months.

To go further...

To give you a better idea of the work we do, here at KWA, here are **some** of the ongoing project:

- Mobile application to raise awareness about energy waste
- Water auditing in schools and public buildings
- Youth forum involving young people from all the gulf and Arab countries to highlight their good work and ideas regarding energy
- Raising funds for a green caravan
- Working with Lithuania to find solutions for sustainable drinkable water
- Organizing a conference reuniting specialists from all around the world
- Working with the UN Environment on specific events

Please send your application to:

kwa@kwa.org.kw

Mobile: +96599881724 (whatsapp)

If you want more information, you can find us on...

Instagram: kuwaitwater2012

Facebook: Kwa Ngo

Twitter: @kuwaitwater2012



Interns Guide

Dear / intern or volunteer

Please find herein below some information (workplan) regarding your internship at Kuwait Water Association. If you need any special services, do not hesitate to inform me at the beginning so everything will be clear from the beginning. Our objective is to make your internship productive and fruitful and for you to get the best.

Duration of the Internship:

From 1 month –one year

Working Hours:

From 9:00 a.m. -5:00 p.m. (From Sunday – Thursday). However, other arrangements are possible. If you need any off day during the week, please inform me one day prior to leave. (in Ramadan from 10:00 am-3:00pm).

Online-interning

Online volunteering or interning is possible if the intern could not be able physically to attend.

Duty Station:

Our Premises is in Kuwait City, Soor St. where you will work.

Location:

<https://www.google.com/maps?q=29.36101722717285,47.96809387207031&z=17&hl=en>

Breaks:

Flexible during the working hours.

KWA Administration:

1. Dr. Ahmad Al-Kofahi, Executive Director of KWA , Email: kwa@kwa.org.kw, Mobile: +965.96664930.
2. Dr. Saleh Al-Muzaini, the President of KWA, Email: smuzaini@kwa.org.kw, mobile: +965.96016811.

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