

## **Job Description and Expected Profile**

- Support in research on relevant topics and current developments in the designated programme's geographies
- Support in event organisation: content and logistical preparation, implementation and follow-up in close coordination with the team
- Support in PR and communications activities
- Other tasks in line with the interest of the candidate
- Experience and/or ambition working in an international programme
- Experience with the tasks at hand: research, event management, PR and communications
- Very good communication and social skills
- Good digital skills
- Ability to work in a team
- Ability to travel abroad

## **Language Skills**

- Fluent knowledge of English
- Fluent knowledge of German is a plus

## **Proposed Time for the NGO Mobility Program**

- April-June 2020 (3 months)

**The program will be implemented in Berlin, Germany.**

## **About the programs:**

### **New Turkey programme following Tandem Turkey**

Tandem Culture Without Borders is a cultural collaboration programme that strengthens civil society in Europe and its neighbouring regions.

The program is implemented together with Anadolu Kültür and European Cultural Foundation and completed its fifth round in July 2019. Since 2011, more than 60 collaborations were supported, bringing together circa 150 participants from cultural organisations and civil society from Turkey, Europe, and the neighboring regions.

The programme provided cultural operators from all over Turkey, working in arts and culture and civil society organizations using art as a medium for social change, the opportunity to form and learn from cross-border tandem partnerships. The programme acted on many different levels, offering professional development to individuals, as well as supporting organisational change processes, creating a space to experiment with innovative ideas for social change and nurturing local cultural change-makers.

Starting in 2020, the new programme will mainly be focusing on co-creating common ground in Turkey and regional localities through spaces for public discussion & dialogue. For more on Tandem programme: [www.tandemforculture.org](http://www.tandemforculture.org)

### **Civil Society Exchange**

Since 2015, the MitOst Active Citizenship department, together with Bilgi University and supported by Mercator Foundation, has been implementing Civil Society Exchange (CSE): a program designed for civil society organizations and civil initiatives from Turkey and Europe. It supports the idea of a unified Europe through cross-border cooperation. CSE encourages civil society organizations to form and foster partnerships between Turkey and Europe and to work together in those partnerships on capacity building models. The programme invites civil society actors to share and multiply good practices on internal capacity building. CSE aims to strengthen the capacity of civil society by providing mobility and a space for mutual learning. We plan to start a new CSE round in early 2020. More info: <http://civilsocietyexchange.org>