

This Master internship plan has to be approved by your NOHA internship coordinator before starting the internship.

Details regarding the student			
Last name & initials			
Forename			
Home university	<input type="checkbox"/> Aix-Marseille <input type="checkbox"/> Bochum <input type="checkbox"/> Deusto <input type="checkbox"/> Dublin <input type="checkbox"/> Groningen <input type="checkbox"/> Louvain <input type="checkbox"/> Uppsala <input type="checkbox"/> Warsaw		
Host university	<input type="checkbox"/> Aix-Marseille <input type="checkbox"/> Bochum <input type="checkbox"/> Deusto <input type="checkbox"/> Dublin <input type="checkbox"/> Groningen <input type="checkbox"/> Louvain <input type="checkbox"/> Uppsala <input type="checkbox"/> Warsaw		
(Mobile) telephone nr.			
E-mail address			
Details regarding the internship provider			
Name of organisation			
Name contact person	Mr / Ms		
Address of the contact person			
Telephone number		Fax number (optional)	
E-mail address			
Correspondence in:	<input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Spanish <input type="checkbox"/> ...		
Details regarding the internship			
Type of internship	<input type="checkbox"/> mandatory internship <input type="checkbox"/> optional internship		
Objectives, activities, tasks and responsibilities during the internship			
N.B.: Formulate these carefully as they will be checked against the criteria for a NOHA Internship (see course manual)			
Planning / time schedule:	Starting on ..... Finishing on ..... Working ..... hours per week. Additional planning conditions:		

Monitoring indicators  N.B.: see the course manual for a more detailed explanation.	1abcde. Orientation: finding an internship. 2a. Approval of the NOHA internship plan. 2bcd. Preparations for the internship: arranging contracts, insurance, financial matters, visa, vaccinations, accommodation, etc. 3abc. Arrival, starting the internship and settling in. 3d. Interim evaluation halfway the internship. 4a. Assessment by supervisor using the NOHA internship organisation assessment form. 4b. Internship report by the student. 4c. Evaluation at the end of the internship and grading of the internship course.
Intended learning outcomes	<ul style="list-style-type: none"> <li>• Has proven to be familiar with the HA workfield in general and in terms of access to the labour market in particular.</li> <li>• Has displayed a correct awareness of the organisational context with regard to humanitarian employment.</li> <li>• Has determined one's own ambition in relation to the HA workfield.</li> <li>• Has demonstrated the capacity to work in accordance with the demands of the HA workfield.</li> <li>• Has demonstrated the capacity to apply theoretical knowledge in practical situations.</li> <li>• Has shown the ability to present oneself on the HA labour market.</li> <li>• Has demonstrated the capacity to function satisfactorily in an intercultural team in a professional HA setting.</li> <li>• Has shown the ability to identify personal learning goals and identify contributions to these goals.</li> <li>• Has demonstrated the capacity to self-reflect and assess personal strengths and weaknesses.</li> </ul>
Competences that this module intends to address within the overall NOHA Master programme  (generic & sector-specific)	5. Capacity to apply knowledge and understanding to manage humanitarian operations in complex and uncertain environments, including risk assessment. (sector-specific) 7. Capacity to understand and promote constructively global coordination of humanitarian efforts in a set of multiple and diverse actors on global, national and local level. (sector-specific) 9. Excellent communications skills and ability to build and lead diverse teams, moving them to the highest collective performance. (generic) 10. Knowledge of key international humanitarian principles and values and professional codes of conduct, and commitment to their implementation in practice. (sector-specific) 11. Capacity to make informed and reasoned complex decisions and take action upon them. (generic) 13. Ability to cope with humanitarian crises on a personal level in relation to oneself and to those one is responsible for: being flexible, adaptable and dealing with stress. (sector-specific) 15. Learning skills to self-reflect and ability to continue learning using experiences for future interventions. (generic)
Additional remarks	

**Approval by the NOHA internship coordinator of your home university:**

**name of coordinator:** .....

**date:** .....

**signature:** .....

