

International Team Application Questions

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Overview: As a Textbook Intern, you will work with a team to complete the 30 Human Rights Textbook. This free virtual textbook provides students with information on the 30 human rights and shares stories of young changemakers working to achieve each of these human rights. There are many aspects of this projects including research, writing,

interviewing young changemakers, and editing/fact checking. If you love education and interdisciplinary collaboration, this position is a great fit! 15

Explain Article 27 of the Universal Declaration of Human Rights. Please write for a 10-13 year old audience. 15

What are you most interested in working on in the Textbook project? Why? 15

General Questions

What is the Human Projects?

Joining the Human Projects Team is a significant time commitment. What other time commitments do you have? How do you plan to make time in your schedule to be a part of this team?

What is your dream for a better world? How are you helping to build a better world?

Please upload a pdf of your most recent resume.

What do you hope to learn or experience as a part of the Human Projects Team?

Share about a time that you showed commitment and dedication. This could be related to volunteering, school, or another life experience.

Director

All Director Questions

Describe your leadership philosophy. How do you embody this philosophy in your previous leadership or other life experiences?

Do you have previous leadership experience? If so, please share your leadership experience. If not, share the skills that you will need to develop to lead and how you plan to develop these skills.

Director Specific Questions

Chief Operating Officer

Overview: As Chief Operating Officer, you will work closely with Alexandria, our Executive Director, to run the Human Projects. In this role, you will oversee our eleven teams to build and scale programs that impact over 5 million people by August 2023. This is an extremely challenging and rewarding position that will push you to learn everything from nonprofit management, law, and impact metrics to marketing, public speaking, and storytelling. If you are someone who loves to be challenged, understands how to fail forward, can inspire positive action, and is deeply passionate about youth leadership in human rights, this position is for you.

Time Commitment: 15-20 hours per week

Questions

What is your story?

What are your core beliefs? What experiences have shaped you? Why are you the person that you are today? How has your story led you to want to be Chief Operating Officer at the Human Projects? (Please do NOT speak about your skills in this section.)

What skills and experiences do you have? How will they help you succeed as Chief Operating Officer?

What are your weaknesses?

This question is about how well you know yourself as a person and as a leader. Please answer this question with honest self-reflection and care. Great leaders are not perfect. We value honesty.

Director of Communications

Overview: As Director of Communications, you will be responsible for ensuring that all public Human Projects communication is values aligned, accurate, and polished. You will work closely with other Directors to review drafts of communications (press releases, stories, pitch decks, reports, newsletters, etc.). You will also work with team members one-on-one and in groups on writing, public speaking, and storytelling skills. You will also work with the Executive Director to further clarify and monitor the meaning of "non-political" to our organization. To be successful in this position, you should be a strong writer, speaker, and storyteller capable of working with others to improve their communication skills.

Time Commitment: 10-15 hours per week

Questions

Write a story about yourself. (200 words maximum)

This is an intentionally vague prompt. We are more interested in your writing skills and ability to convey a story that captures an audience's attention than the content of the story.

Share about a time when you taught someone something. How did you teach them? What did you learn?

Teaching could either be formal (such as in a classroom setting) or informal (such as teaching a friend or sibling how to solve a problem).

Director of Development

Overview: As Director of Development, you will work closely with the Executive Director to develop and implement a new fundraising strategy to impact over 5 million young people by August 2023. This is a great position for you if you love interacting with people, have an infectious passion for youth leadership in human rights, are comfortable making deals and talking about money, and enjoy networking.

Time Commitment: 10-15 hours per week

What do you enjoy about fundraising?

Write an email to pitch the STEM for Human Rights Program to SolidWorks for a corporate sponsorship.

SolidWorks Website: <https://www.solidworks.com/>

Director of People & Culture

Overview: As the Director of People and Culture, you will be responsible for onboarding and training new team members, encouraging and maintaining a strong team community, recruiting and coordinating the selection of new team members, and managing internal policies & procedures. This position is a great fit for you if you love team and community building.

10-15 hours per week

How would you build and maintain a strong team and sense of community at the Human Projects?

Director of Translation

Overview: As Director of Translation, you will oversee and coordinate the volunteers who translate our resources and curricula. This is a great position for you if you love working with and motivating volunteers and are very organized.

10-15 hours per week

Describe a time when your organizational skills helped a project succeed.

How would you motivate and encourage volunteers?

Director of Public Relations

Overview: As Director of Public Relations, you will be responsible for inspiring action to support the Human Projects. Using a combination of press, social media, and speaking engagements, you will amplify the story of the Human Projects and the people we work with.

Time Commitment: 10-15 hours per week

As Public Relations Director, a significant portion of your job will be pitching stories about the Human Projects. Write an email below pitching a story about the Human Projects to a writer at Amy Poehler's Smart Girls (<https://amysmartgirls.com/>).

If you have not written a pitch before, please use Google or other resources to learn how to write a basic email pitch.

Director of Clubs

Overview: As Director of Clubs, you will work with young leaders to create and grow Human Projects Clubs in their communities. Human Projects Clubs learn the fundamentals of human rights and project creation and apply their knowledge to solve local human rights issues through the creation of independent grassroots projects. As Director, you will be responsible for inspiring young people to create positive change, leading club meetings and training sessions, and tracking club activities and reporting requirements. This is a perfect position if you love inspiring young leaders, are very organized, and have experience starting a project/program/nonprofit to help others.

Time Commitment: 10-15 hours per week

A Human Projects Club has an idea to teach peace building and conflict resolution to 50 students in their community. They have created a curriculum but are having issues with finding a school to work with and funding (for transportation and printed materials for students) to complete the project. How do you help the club resolve these two issues?

Director of Ambassadors

Overview: As the Director of Ambassadors, you will be responsible for building the Human Projects Ambassador Program. This program will select individuals to act as Human Projects Ambassadors in their communities where they will share about the importance of youth leadership and human rights education and encourage others to join the Human Projects. If building a new program sounds like an exciting challenge and you have strong communication skills, this is a great position for you.

Time Commitment: 10-15 hours per week

How would you create an engaged and active network of Human Projects Ambassadors.

How would you support Ambassadors in their work increasing awareness of and participation in the Human Projects?

Manager & Team Positions

Executive Team

Graphic Design Manager

Overview: As Graphic Design Manager, you will develop creative visuals that inspire positive action for campaigns, social media, human rights educational programs, and more. Using design software such as Canva or Adobe Illustrator you will work with Public Relations, Communications, and other team members to create designs that further our mission to empowering young leaders through human rights education.

Create a poster on Article 27 of the Universal Declaration of Human Rights (1948). Explain the thoughts/inspiration behind your design.

Upload a PDF of the poster here. Please note: this poster must be uploaded as a PDF and your own work.

Education Team

Education Team Member

Overview: As a member of the Education Team, you will develop educational materials and educator training programs to bring human rights education that inspires positive change to students around the world.

Explain Article 27 of the Universal Declaration of Human Rights. Please write for a 10-13 year old audience.

Please write three classroom discussion questions on Article 27 appropriate for a 10-13 year old audience.

Please upload a writing sample.

Public Relations Team

Social Media Manager

Overview: As Social Media Manager, you will cultivate a virtual community of social media and increase awareness of Human Projects activities and current programs.

Create a post for International Day of Education. Please write the caption and any hashtags below.

Upload the post graphic

Writer

Overview:

Overview: As a Writer, you will find and tell stories and develop informative articles that inspire action. You will work on a variety of different content styles including blog posts, educational content, and newsletters.

You are writing a story about the challenges and successes of educators who are teaching human rights in their classrooms. The purpose of this story to inspire other educators start incorporating human rights into their own classrooms and provide information on overcoming common challenges. You are interviewing a primary school teacher who has been teaching human rights for many years. What are the four most important questions that you would ask the educator during this interview. Why are they the four most important questions to ask?

Please upload a writing sample below.

Press Manager

Overview: As Press Manager, you will lead the development and cultivation of media contacts. You will develop press releases and pitches, maintain and update the Human Projects Media Kit, and maintain awareness of potential newsworthy events in the Human Projects.

Same as public relations

Conversations with Young Changemakers Team

Coordination Manager

Overview: As Coordination Manager on the Conversations with Young Changemakers Team, you will lead the scheduling, communication, and coordination of the Conversations with

Young Changemakers Program. You will work with the program director to keep track of upcoming priorities and deadlines and assist with virtual event planning and organization.

Responsibilities:

- Maintain timely communication with director and other team members
- Schedule meetings and manage calendar
- Keep track of upcoming priorities and deadlines
- Assist with event planning and organisation
- Provide administrative support when needed
- Attend Meetings
- Perform tasks as assigned

Skills:

- Highly organized and detail oriented
- Ability to coordinate multiple schedules
- Must be fluent in English
- Be able to manage their time well
- Strong communication skills
- Ability to work well in a team
- Proficient with basic computer skills
- Have strong work values (personal integrity)

Time Commitment: 5-7 hours per week

How do you organize your time and prioritize tasks during a busy day? How do you plan to make time in your schedule to be a part of this team?

What three words would you choose to best describe yourself?

Clubs Team

Coordination Manager

As Coordination Manager on the Clubs Team, you will lead the communication and coordination of the Human Projects Clubs. You will work with the Director to track Club requirements and accomplishments, develop ways to support clubs, and help build connections between clubs and club members.

How would you organize a virtual Club Conference? 20 Human Projects Clubs and over 100 club members will attend. There will be 5 keynote speakers and 25 mentors working with each of the 20 clubs in breakout rooms. What are the main steps that you would take to organize this conference?

Young Changemakers Archive Team

Interview Manager

Overview: As Interview Manager, you will interview young changemakers featured in the Young Changemakers Archive to inspire other young leaders to create positive change.

You are interviewing Maisha Ahmed. What are the four most important questions that you would ask during this interview. Why are these the four most important questions to ask?

<https://www.youngchangemakersarchive.com/archive/maisha-ahmed>

Internships

All Intern Questions

Availability: Summer Intern (ends August 31), Summer & Early Fall Intern (ends October 31), Summer & Fall Intern (Ends November 31), Other

Executive Team Intern

Communication Intern

Overview: As Executive Team Communication Intern, you will develop onboarding communication sequences that welcome new members to the Human Projects and share important information. You will then test these communication sequences, receive feedback from new members, and make improvements based on this feedback.

Write an email welcoming a new educator to the Human Projects.

Textbook Interns

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What are you most interested in working on in the Textbook project? Why?