

## Terms of Reference (TOR)

<b>Position Title:</b>	Research Intern (Paid)
<b>Duty Station:</b>	Jawalakhel, Lalitpur, Nepal
<b>Duration:</b>	Three Months (with possibility of extension)
<b>Working Hours:</b>	Full Time (Monday to Friday)
<b>Closing Date:</b>	29 February 2024

### Background

We are a non-profit organisation, dedicated to enhancing online safety for children and young people in Nepal. We collaborate with the government, schools, colleges, caregivers, the media, the private sector, and other national/international stakeholders to raise awareness on the safer use of the internet and digital devices. Our work includes advocacy, capacity building, awareness raising and conducting research studies.

### Purpose

An internship at ChildSafeNet is a crucial opportunity for an intern to be involved in both research and programme activities. The current intern will assist in the research projects, including 'Enhancing Parental Roles in Protecting Children from Online Sexual Exploitation and Abuse' and 'Impact of Generative AI on Children and Young People in Nepal'. They will also assist in the planning and implementation of online safety programmes.

### Tasks and Responsibilities

- Conduct desktop research, with extensive emphasis on literature reviews
- Assist in collecting data using quantitative and qualitative methods (including, online/offline survey questionnaires, focus group discussions, key informant interviews, etc.)
- Assist in identifying, mapping and coordinating with participants for focus group discussions and key informant interviews
- Communicate and assist in preparing logistics for field visits and training sessions
- Assist in note-taking during focus group discussions and in-depth interviews
- Assist in translation and transcription of focus group discussions and in-depth interviews
- Assist in managing and storing documents related to research projects
- Assist in conducting capacity-building training and awareness sessions on cyber safety, as and when required

## **Qualifications and Experience**

- Bachelor's degree, or ongoing master's degree, preferably in social science, including, social work, sociology, development studies or related fields
- Familiarity with conducting academic research and desktop research
- Knowledge of children and young people's online behaviour and risks is desirable
- Good knowledge of digital technology and use of office computer applications, including working with databases
- Strong IT skills in using key applications, including MS Word, Excel, Outlook and PowerPoint

## **Personal Attributes**

- Commitment and interest in safeguarding children and young people online
- Willingness to learn and stay updated on cyber safety developments
- Ability to think strategically, critically, and outside the box
- Creative, flexible, multi-tasking abilities, with attention to detail
- Strong organisational and time-management skills
- Excellent interpersonal and team-working skills
- Proficient in digital technology and office applications
- Ability to maintain confidentiality of work-related information
- Sensitivity to gender, ethnicity as well as children and young people's needs

## **Benefits**

- At ChildSafeNet, interns develop a diverse skill set, encompassing project management, communication, and problem-solving. They are provided with ample opportunities to engage in various in-house and external workshops to foster their skill development
- Interns are provided with valuable networking opportunities within the social sector, government bodies, and among relevant stakeholders
- Monthly stipend NRs 10,000

## **Equal Opportunity**

ChildSafeNet is an equal opportunity organisation, and the vacancy is open for all, regardless of their gender, ethnicity and socio-economic backgrounds.

## **Child Safeguarding**

The post-holder's work may include direct contact with children and young people, face-to-face or online. ChildSafeNet is committed to the protection of children and young people from abuse and exploitation. To ensure children and young people are safe, our selection process includes rigorous background checks of the interns.

## **Application Process**

Interested applicants are requested to apply with a statement on how they can contribute to this role and a curriculum vitae to [comm@childsafenet.org](mailto:comm@childsafenet.org) by 29 February 2024, with "Research Intern" as the subject.