



SDG Youth Programme

Do you often think about how your actions can drive systemic change? Have you ever wondered how international NGOs and social enterprises work to contribute to the Sustainable Development Goals (SDGs)? Each year, the [SDG Youth Programme](#) offers five one-year trainee positions, each in a different organisation, partly in Switzerland and partly abroad.

Trainee: Change Action Promotion in solid waste management

Duty station: Bogota, Colombia and St Gallen, Switzerland

About the SDG Youth Programme

The SDG Youth Programme was designed by the Mercator Foundation Switzerland in collaboration with cinfo. It aims to offer students and aspiring professionals the opportunity to gain initial exposure and work experience with an NGO or social enterprise active in international cooperation (IC).

Selected candidates are given the opportunity to work on new topics and innovative projects for one year, both in Switzerland and in an office abroad (or with a partner organisation of the host organisation). During this time, the young professionals can explore their motivation to follow a career path that allows them to contribute to the SDGs. At the same time, they can transfer the knowledge and skills they have acquired to the Swiss labour market. The career development of the successful candidates is at the heart of the programme.

About [Skat Foundation](#)

Skat Foundation is a legally independent non-profit organisation based in St. Gallen, Switzerland. Supervised by the Swiss Federal Supervisory Board for Foundations, we hold the Zewo Quality Seal as proof of our transparent, efficient, and effective use of funds and resources. Our vision is that of a world where individuals and organisations can learn and act in collaborative ways to eradicate poverty and contribute to the development of sustainable, diverse, and inclusive societies.

Our mission is to be facilitators of change. We enable our partners to learn from each other and to find solutions to the challenges triggered by poverty and climate change by focusing our work in three thematic areas: Water, Renewable Energies and Sustainable Waste Management. We support our partners to find, adapt and develop solutions that respond to their needs and context. We strengthen their capacities by facilitating on-line and in-person courses, trainings, knowledge-sharing workshops and events, and by developing and sharing knowledge products.

Job description

The aim of this one-year paid traineeship with **Skat Foundation** is to:

- Contribute to the development of actions to promote sustainable waste management practices in poor urban communities in Bogotá, in the context of the Skat Foundation's *Green Terrace* project.
- Design and implement a community strategy for the efficient collection of organic waste in project-related neighbourhoods.
- Produce communication materials, such as short videos and field notes on the project's achievements.



This traineeship is a unique opportunity to:

- Contribute with knowledge of good practices in solid waste management in Switzerland, and thus make a relevant contribution to the process of cultural change that is beginning in Colombia.
- Contribute to community initiatives aimed at conserving natural resources in Colombia through improved waste management and through the prevention of negative environmental impacts caused by human activities.
- To see the reality of waste management practices in low-income areas and get a closer look on the impact of good practices on the environment and the lives of families.
- To experience Colombian culture, getting closer to the realities of both university students from different parts of the country, as well as low-income communities such as the families and organizations working with the project.
- To support Skat Foundations partners in Colombia in the creative and effective use of digital methods of communication and documentation for the dissemination and multiplication of the practices framed by the project.
- To learn about and contribute to the work of Skat Foundation in Switzerland and in Latin America in the field of solid waste management and its contribution to the climate agenda.

This traineeship will consist of three main parts:

- **1 month in Switzerland:** With the guidance of the Skat Foundation's team the trainee will:
 - Receive an introduction and preparation for the work in Colombia.
 - Make the documentation of solid waste management and recycling community systems – small technologies in Switzerland.
 - Become familiar with the work and communication tools of the Skat Foundation.
- **6 months in Colombia:** Together with Skat Foundation's partner in Colombia-Javeriana University's team from the Social Programme PROSOFI, the trainee will:
 - Develop a strategy to improve community-based systems for the collection and treatment of organics.
 - Support in the preparation and implementation of trainings, knowledge dialogues and workshops for families participating in the project.
 - Support in the monitoring of indicators and their inclusion in the training materials and in the strategy.
 - Develop communication materials to facilitate the replication and promotion of the project in Colombia.
- **5 months in Switzerland:** With the guidance of the Skat Foundation's team the trainee will:
 - Prepare technical field notes on sustainable solid waste for the Colombian context.
 - Support with online trainings, workshops, and webinars.
 - Continue to prepare communication materials.
 - Support the Skat Foundation team in planning the new project phase.

Your role as Trainee – Colombia:

The Trainee will provide the following support:

- Support in the development of actions to promote sustainable waste management in Colombia.
- Design and implement a community strategy for the efficient collection of organic waste in the project.
- Produce communication materials on sustainable waste management practices in Colombia.
- Support in the preparation of trainings (F2F and online).
- Share experiences and knowledge on sustainable waste management practices in Switzerland.
- Learn from the other team members, Skat Foundation experts and partners in Colombia about sustainable waste management practices.



Skills required

For the SDG Youth Programme:

- Swiss nationality or C permit;
- Max. 28 years old at the start of the assignment in September 2023;
- Less than 12 months of relevant professional experience;
- Bachelor's degree (University or FH/HES), or an Advanced Federal Diploma of Higher Education, or a Federal Diploma of Higher Education;
- Strong interest and intrinsic motivation to contribute to the SDGs;
- Good knowledge of at least one Swiss national language and English.

For this position:

- Bachelor's degree (University or FH/HES), or an Advanced Federal Diploma of Higher Education, or a Federal Diploma of Higher Education in Environmental Engineering, Ecology, Biology, or related fields.
- Relevant work or academic experience in solid waste management in Switzerland or abroad.
- Experience in developing communication tools.
- Excellent written and oral communication skills in Spanish and English.

Required competencies:

- Teamwork.
- Good communication skills.
- Ability to synthesise, document and analyse experiences.
- Open mindedness.
- Willingness to get to know and work in vulnerable communities.

Demonstrated interest in:

- Circular economy, waste management and composting.
- Training, capacity building and workshop facilitation.
- Data and evidence gathering and synthesis.
- Latin American culture.
- Desirable: Urban organic agriculture

How to apply?

You can apply directly for specific positions on our platform [cinfoPoste](#).

You can apply for up to 3 positions. After the screening of the applications, you could be invited for up to 2 interviews.

Important details regarding your application:

Make sure your profile on [cinfoPoste](#) is complete and up to date:

- Motivation letter in English (not more than 3500 characters, to be inserted in the pop-up window when you click on "apply");
- CV in English, including an average % of your employments;
- Work certificates, diplomas and university credentials (as PDF) uploaded under the section 'documents'.

Application deadline: 07 May 2023

First round of interviews: 22 to 26 May 2023 (online)

Second round of interviews: June 2023 at the host organisation's office

Start date: 1 September 2023

Any questions? Contact Roman Twerenbold and Sandrina Simoes, cinfo's Recruitment Specialists, recruitment@cinfo.ch.