<table>
<thead>
<tr>
<th><strong>TITLE:</strong> Communication and Documentation Intern</th>
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<td><strong>PARTNER(S):</strong> Nepal Knotcraft Centre Pvt. Ltd (NKC)</td>
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<td><strong>COUNTRY AND PLACE OF ASSIGNMENT:</strong> Nepal, Patan Industrial Estate, Lalitpur</td>
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<td><strong>CONTRACT DURATION:</strong> 12 weeks</td>
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<td><strong>DESCRIPTION:</strong></td>
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Uniterra is a leading Canadian international volunteer cooperation and development program, jointly implemented by the Centre for International Studies and Cooperation (CECI) and World University Service of Canada (WUSC). Uniterra contributes to improving the socio-economic conditions of poor and marginalized communities in 14 countries and with over 170 partners in Africa, Asia and the Americas through the exchange of expertise and knowledge of Canadian and international volunteers. Uniterra believes that economic growth, when inclusive, is the most powerful driver of poverty reduction. The purpose of the Uniterra program is to improve the lives of some of the world’s most vulnerable populations by stimulating growth and facilitating access to the benefits of growing and diversified markets. To make this happen, we are working with our local partners to enhance the income of poor and marginalized women and youth through better access to employment and income generation opportunities. Uniterra country program staff work with our local partners to design Uniterra assignments in the context of the country strategy, supporting the inclusion of women and youth in key economic subsectors. For more information on the Uniterra program, our approach and countries of focus please visit: Uniterra.ca.

Nepal Knotcraft Centre (NKC), established in 1984, is a pioneer enterprise of macramé products in the country. The organization focuses on exploring, researching, training, retaining, and promoting Nepal’s rich natural plant fibers, using the local community’s knowledge and skills. NKC has been working with skilled marginalized people, especially women providing them forward market linkages and economic value for their aesthetic traditional products. NKC provides a platform for the women with skills in various communities and create design led products and services thereby strengthening the entire value chain system, benefiting from the abudnance of natural plant fibers as well as the inherited indigenous craft skills, which have been unrecognized or undervalued. “Fiber Weave” is NKC’s brand that promotes nature and culture through unique weaving traditions of skilled women from different communities and creates a blend of contemporary and traditional designs.

For over 30 years, NKC has been working with various communities in Nepal, preserving and promoting their cultural skills. While the tradition of weaving and coiling with the local resources is gradually disappearing, NKC is making an effort to address unexplored natural plant fibers, skills and knowledge of the indigenous people, ensuring their livelihoods by building a sustainable value chain. Through the revival of their traditional skills, the organization is supporting marginalized rural women to uplift their social and economic
status. However, their knowledge and skills are limited to oral communication and thus there is a need to document them. The experiment, exploration, uses, and findings about more than 45 varieties of plant fibers within the nation are yet to be documented and disseminated to the people. Therefore, NKC is looking for a volunteer who will assist in documenting and retaining this information to ensure oral traditions aren’t lost.

**RESPONSIBILITIES:**

- Visit one of the groups of NKC and interact with the communities in order to understand their working environment and learn about their knowledge and skills;
- Document the activities of NKC and their work with rural women artisans;
- Disseminate information on activities and develop communication materials to the communities and other key stakeholders;
- Ensure the participation of women and youth, as well as their representation, in all activities of and all program benefits; and
- Prepare reports required by Uniterra and NKC.

**QUALIFICATIONS:**

- Work, academic, internship or volunteer experience in the area of communication and/or documentation
- Highly motivated and demonstrating a positive attitude
- Demonstrated ability to take initiative
- Ability to work independently and collaboratively in cross-cultural environments demonstrating flexibility, creativity and innovation
- Written and oral fluency in English