



# INDIA PROGRAM LEADER: ANNUAL CONTRACT 2017/18

## **Do you have a passion for and experience in India?**

Want to share that passion while leading a team from bus to hostel to boat to beach? Want to grow as an individual and as a leader? To get back on the road? To do it in a cool, critical way, while learning and teaching modes of ethical, responsible travel? We are looking for experienced leaders, enthusiastic facilitators, passionate storytellers, and badass backpackers to lead our teams in India!

### **Job Purpose:**

Program leaders are the foundation of our organization. OG program leaders act as educators, logistics gurus, and local experts for groups of 8-12 people on a trip of a lifetime! They organize projects and work with our local partners, facilitate activities over a variety of pertinent topics in ethical travel and development, help lead treks and hikes, and organize bin bag fashion shows and city-wide scavenger hunts!

We're looking for program leaders to run the programs on our our first ever Annual contract in India! Starting in September, Program Leaders will work in teams of two to plan their programs and organize their team (responsibilities listed below). Program leader teams will fly out a minimum of two weeks before the first program, October 7th or earlier, to finalize itineraries and do final run-throughs. On the ground, the responsibilities are listed below, as well as all of the other awesome, crazy things that come up in a summer abroad (with the support of their co-Program Leader and OG HQ)!

### **Programs included in Contract:**

- India: Gender and Religion 1 (40 days, October 21<sup>st</sup> – November 29<sup>th</sup> 2017)
- India: Mind and Body 1 (15 days, December 30<sup>th</sup> 2017 – January 14<sup>th</sup> 2018)
- India: Mind and Body 2 (15 days, February 10<sup>th</sup> – February 24<sup>th</sup> 2018)
- India: Mind and Body 3 (15 days, March 10<sup>th</sup> – March 24<sup>th</sup> 2018)
- India: Mind and Body 4 (15 days, May 19<sup>th</sup> – June 2<sup>nd</sup> 2018)
- India: Mind and Body 5 (15 days, June 9<sup>th</sup> – June 22<sup>nd</sup> 2018)
- India: High Altitude Education (40 days, July 14<sup>th</sup> - August 22<sup>nd</sup> 2018)
- India: Mind and Body 6 (15 days, exact dates TBD, mid-September 2018)



## **Program Leader Qualifications:**

The following criteria must be met before being considered for this position. As an OG program leader, you must:

- Be over 18 years of age
- Have a passion for social change and desire to work with international service organizations
- Have intimate knowledge of your region (i.e. have traveled and/or lived there)
- Have experience and/or competency dealing with emergency (medical and emotional/mental) situations
- Display strong written and verbal communication skills (English)
- Have sufficient local language skills to: hustle for group transportation, bargain for sweet deals, meet with our partners and planning/budgeting projects, translate in community meetings or guided excursions (if applicable), deal with any medical or general emergency
- Have a range of group leadership experience and ability to:
  - Facilitate meaningful discussions and group activities, integrating OG Core Curriculum and region-specific activities
  - Create planned and spontaneous opportunities for learning experience
  - Support conflict resolution and group cohesion
  - Be a badass traveler, think on the fly, and get into the local scene with ease

## **What's In It For You?**

Operation Groundswell program leaders will:

- Gain crucial and marketable leadership skills from our PL Training Program
- Receive training in experiential education, marketing, group management, program planning and coordination, partner relations and project management, budget building and tracking, and how to make pooping your pants cool.
- Receive experienced support in all of the above while on the ground
- Gain access to OG's partners and partnerships worldwide
- Receive stipends on completion of each program:
  - India: Gender and Religion 1: 1000 \$CAD
  - India: Mind and Body 1: 750 \$CAD
  - India: Mind and Body 2 : 850 \$CAD
  - India: Mind and Body 3 : 850 \$CAD
  - India: Mind and Body 4 : 850 \$CAD
  - India: Mind and Body 5 : 850 \$CAD



- India: High Altitude Education : 1750 \$CAD
- India: Mind and Body 6 : 1000 \$CAD
- Receive Wilderness First Aid Training (up to \$250 CAD)
- Have costs covered to and from the starting point of your program (round-trip flights if you don't live in your country of work), plus one round trip back home during the contract.
- Attendance at the OG Program Leader Retreat, travel and expenses to Toronto and back
- Have in-country costs covered while running programming
- Eat unlimited dhal
- Experience an opportunity of a lifetime and see the country in a whole new light
- Guide a team of amazing people into the world of ethical travel!
- Grow within the Operation Groundswell organization

## **Duties and Responsibilities:**

### **Program Lead-Up:**

Starting in September, program leaders begin their training remotely and, in teams of two, plan their programs and organize their teams. Most of our program leaders are students, work full time, or are already on the road. As long as you have internet access, this can be done from anywhere! Tasks include:

- Assist with online marketing efforts
- Provide pre-program support and communication with your participants
- Attend weekly or bi-weekly training sessions with our Programs Director or Regional Coordinator

*\* Workload is 5-10 hours/week on your own time.*

### **On the Ground:**

Teams fly out in May to complete two weeks of “preconnaissance” before a program begins, unless it is a repeated program, in which case it will be just 1 week. On the ground, you will be responsible for all the awesome, crazy things that come up when traveling abroad (with the support of your co-program leader and OGHQ) including, but not limited to:

- Running the following programs:



- India: Gender and Religion 1 (40 days, October 21<sup>st</sup> – November 29<sup>th</sup> 2017)
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- Performing a risk assessment for your program and regular safety checks
  - Organizing logistics for your teams (accommodation, transportation, food, etc.)
  - Planning and implementing program budgets
  - Delegating Community Contribution donations
  - Organizing volunteer projects and/or program support with local partners
  - Positively and actively facilitating discussions and organized learning
  - Running group activities and multi-day trips
  - Communicating regularly with OGHQ (blogs, regular check-ins, final reports, etc.)
  - Showing your team a side of the city/village/bus system they'd never see without you!

## How to Apply:

**Application deadline is August 21<sup>st</sup>!!**

**NOTE: You will not be considered as an applicant unless you have completed all these steps! This is your first test!**

- 1) Fill out the Application Form here: <http://goo.gl/forms/JzCZadcCYY>
- 2) Send an email with the following subject line: FirstLastName\_PLAPP. The email should contain:



- a. Cover Letter: Titled: FirstLast\_LETTER. Why Operation Groundswell? Why are you interested in leading a program? What leadership experience do you have? What else would you like us to know about you? Please keep cover letters to one (1) page and, for the love of Pete, don't just reiterate your entire resume!
- b. Resume: Titled: FirstLast\_RESUME. List your recent and applicable work/volunteer experiences.
- c. One of your favourite travel photos of yourself. (No, this isn't a part of our screening process! We get A LOT of applicants and literally need to keep faces to names! We also just love seeing you having fun!)

Please address all emails to: [jobs@operationgroundswell.com](mailto:jobs@operationgroundswell.com).