

ISWAR
SANKALPA

**VOLUNTEERING
AND
INTERNSHIP
MANUAL**



2021-2022

PURPOSE OF THE MANUAL

This Manual is created with the purpose of serving as the resource guide for human resource professionals, project coordinators and partner institutions and individuals for all volunteering and internship activities at Iswar Sankalpa.

ABOUT US

Founded in 2007, Iswar Sankalpa is a not-for-profit organization in Kolkata working towards upholding the rights and dignity of marginalised populations of persons with psychosocial disabilities who are homeless surviving on the streets and those who live in low resource settings. The organisation provides holistic mental healthcare services to these populations and works towards building the capacity of other organisations to provide quality mental health services. Our work in the global context can be understood as an intersection between mental and physical health, gender, and rights, aimed at providing a holistic support system for persons with psychosocial disabilities to live a dignified life.

Our Naya Daur programme has been recently recognised by the **World Health Organisation** for Best practices in rights-based community mental health programmes along with some of the best rights-based organisations and programmes from around the world.

VISION

Ensuring the dignity and holistic well-being of persons with psycho-social disability, particularly to those from underprivileged parts of society, in a humane manner, and in addition, empower them in attaining their rights.

MISSION

- To lend a helping hand to those with psychosocial disabilities, particularly those from underprivileged sections of society.
- To empower people with psychosocial disabilities and mental health conditions in attaining their rights.

In realizing its mission, Sankalpa has three main obstacles – poor awareness of the local community on mental health, stigma towards mental health and discrimination against persons with psychosocial issues. Sankalpa aims to improve availability and access to mental health services, reduce suffering & the lost opportunity for both - the person suffering from psychosocial issues and their family members.



WE ARE LOOKING FOR -

The diverse nature of the work being done at Iswar Sankalpa has attracted many institutes and individuals for volunteering and internship purposes, however, the intimate caregiving nature of our work requires weeks and sometimes months of trust-building, therefore, we may not engage the interns in direct work with all our clients. Having said that; the volunteering and internship experience provides a deep insight at the intersection of mental health, psychosocial healing and restoration work. People from diverse educational backgrounds are welcomed however, individuals preparing to work in the fields related to mental health (clinical psychology & counselling), social work, sociology and community organization and development practice will immensely benefit from the experience.

We are looking for individuals who demonstrate empathy, compassion and professionalism, who can assist our counsellors and social workers in providing better services to our clients and connect the organisation with the right people and ideas.

If you are patient, passionate and prepared to serve the most vulnerable of all people, Iswar Sankalpa welcomes you with wide-open arms. Connect with us today!

Volunteers' engagement is usually once or twice a week and can range from a few weeks to several years. Interns from colleges/universities are expected to fully commit for 2 to 4 months, complete all assigned tasks and present a consolidated report at the end of their tenure.

INTERNSHIP FEES

To acknowledge the time and human resources invested in providing this experience the organisation charges an internship fee of 1000/- for 2 months and 2500/- for 2 months if the intern requires an academic dissertation. Requests for partial waiver of the same will be considered.

We believe an internship with Iswar Sankalpa will not only give you a front-row seat to experience our work but it will also provide you with an opportunity to implement your observations and recommendations in real-time. We provide a certificate after the successful completion of the internship and a Letter of Recommendation upon request.



OUR PROGRAMMES AND REQUIREMENTS

We have 9 diverse programs that you can choose from (✓) and the roles where volunteers/interns can participate in:

ORGANISATIONAL NEEDS

- Documentation
 - Narrative case studies
 - Blog writing, stories of change
 - Communication materials development
 - Photography and filmmaking
- Organising Events
- Social Media Engagement
- Networking
- Fundraising
- Support in awareness generation of our programmes

PROGRAMME SPECIFIC NEEDS

- 1 - **Naya Daur**: A WHO recognised rights-based community-centric intervention that provides on-the-street care for homeless people with psychosocial illness and builds a community caregiver support system around them.
 - a. Community Outreach - Assistance to a counsellor, social worker
- 2 - **Sarbari**: Our shelter for the recovery and rehabilitation of urban homeless women with psychosocial disabilities. Currently, over 60 women with psychosocial illness are receiving nutrition, medication, love and livelihood training at Sarbari.
 - a. Interior designing - Shelter beautification
 - b. Resource person - Workshops and interactive sessions
 - c. Organising Events - Assistance in planning and execution
- 3 - **Marudyan**: Our shelter for the recovery and rehabilitation of homeless men with psychosocial disabilities. About 25 men share the shelter with their peers where apart from getting medication and counselling they engage in numerous other activities like yoga, functional literacy and making handicrafts.
 - a. Interior design - Shelter beautification
 - b. Resource person - Workshops and interactive sessions
 - c. Organising Events - Assistance in planning and execution



- 4 - **Nayagram**: Assisted community living home in Kashipur for recovered women who either don't have a home to go back to or won't be accepted back home. The residents engage in agriculture and produce organic vegetables for the market and our shelter homes.
 - a. Community Outreach: assistance to a counsellor
- 5 - **FLP**: The Functional Literacy Programme (FLP) is designed to support homeless persons with psychosocial disabilities in learning/relearning pre-vocational skills needed for day-to-day living. The programme boosts clients' self-confidence and helps them develop a positive self-image. This contributes to their overall well-being.
 - a. Assist in conducting sessions
 - b. Assist in preparing modules
 - c. Provide new ideas for sessions
- 6 - **Saksham**: A livelihood Programme for skill-building in handicrafts to help our clients earn a livelihood, foster self-dependence, and become productive and dignified members of society.
 - a. Marketing and Sales - Increasing visibility
 - b. Organising Events - Assistance in planning and execution
- 7 - **Crust and Core**: A livelihood program serving as a Cafe and Training Unit and to develop skills for sustainable employment in Bakery and Hospitality.
 - a. Marketing and Sales - Increasing visibility
 - b. Organising Events -
- 8 - **UMHP**: Urban Mental Health Program (UMHP) Provides free mental health services in low-resource settings in partnership with the Kolkata Municipal Corporation (KMC) in wards 11, 26, 54, 78 and 82. The program integrates mental health services with urban primary health care centres in Kolkata to create stigma-free access to mental health services. The program also works intensively with the local community to create awareness of mental health.
 - a. Community outreach - Mental health awareness/advocacy
 - b. Counselling assistance - Facilitate support group meetings
 - c. Organising Events - Assistance in planning and execution awareness camps, pocket meetings and community mobilisation



- **9 - Women's Collective** - It is a movement to bring together the urban homeless women in an organized collective, to demand their basic rights from the Government. It brings together the many voices of discontent, so far standing up against the government apathy individually, into a collective voice, imbuing strength, solidarity and support to each other in its ethos.
 - a. Grassroots advocacy
 - b. Organising events - Community mobilization

In addition to the 9 programs, we also provide:

- Supported Employment - Provides employment opportunities for our clients in our network of supporters.
- Restoration - A dedicated team works tirelessly for reuniting clients with their families in different parts of the country and often in neighbouring counties.

ONBOARDING PROCESS

Interested candidates are requested to fill their application form on our website or access the IS Volunteering and Internship form [HERE](#). Shortlisted candidates will be invited for an interview with HR, the Communications Officer and the Programme Coordinator.

Appointment

Program and role allocation will be made after discussing the organisation's requirements and the candidate's interests.

Monitoring

During their entire tenure, the volunteers/interns are monitored and guided by the respective Programme Coordinators along with the HR. Their attendance records are to be maintained by the designated Coordinator. Interns are required to present their work summary at the end of every week to HR along with their Attendance records.

Internship fees

The internship fee can be paid through cash, cheque or bank transfer. Details of which will be shared in due time.

WE INVITE YOU

Join us and work towards upholding the dignity and human rights of the most vulnerable population in our city. This experience will push you to challenge your beliefs about the psychosocially challenged homeless people and give you a safe space to provide care and connect with them at a personal level.



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YOU WANT TO
SEE IN THE
WORLD**



JOIN US TODAY!
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