

Tehran Peace Museum

Internship Policy

Introduction

The Tehran Peace Museum (TPM) is an NGO which aims to promote a culture of peace and non-violence through its exhibits of the catastrophic consequences of wars, its educational programs, its art works displayed in the Art for Peace gallery and through its international exchanges.

An internship in the TPM provides the opportunity to work closely with the victims of war - especially victims of weapons of mass destruction such as chemical weapons. Interns at the TPM will gain a new perspective of war veterans as peace activists. Interns will also benefit from the unique opportunity to interact with the young, student volunteers at TPM, opening windows to an authentic image of Iranian society and culture.

While working at the TPM, interns will have the opportunity to participate in the TPM's cooperative relationships with international organizations such as Mayors for Peace, the International Network of Museums for Peace, and the United Nations Information Centre (UNIC) in Tehran.

In the spirit of mutual cooperation, the TPM wishes to benefit from the knowledge, experience and creativity of its interns, who will find suitable ground to express their ideas and projects related to peace at the museum.

1. Aims and Purpose of Internship

The objective of the internship is to provide exposure for a young person aged between 18-25 to come to Tehran and learn about the work and philosophy of the Tehran Peace Museum (TPM). The intern will be set specific tasks and

training and be expected to choose a project to work on from a pre-set list of options drawn up by the museum staff.

The TPM also hopes to benefit from the knowledge that each intern will bring to the museum and to maximize his or her skills to the benefit of the museum.

2. Supervisor for Intern

Interns will be assigned a supervisor from within the TPM. The supervisor's role will be to help in the intern's transition into Tehran and to guide the intern during their internship at the museum.

3. Conditions for Eligibility

The following conditions will apply:

- Age: Interns should ideally be between the ages of 18-25. The TPM will consider High School age interns between the ages of 16-18.
- Students under the age of 18 will be required to provide a permission letter from a parent or guardian.
- Each intern will be required to send a letter of interest and a CV.
- A registration form will need to be completed.
- Language Skills required: Persian and English (option additional languages will be beneficial).
- Communication skills (with different group of people such as ordinary visitors, disabled people, officials, etc)

4. Administration

- Visas: the intern will be required to arrange their own visa.

- Accommodation: none will be provided. Home stay may be available for a limited period.
- Duration of internship: 1 month, 5 days a week (from Saturday to Wednesday)

5. Status

Each intern works gratis and is not a staff member.

6. Expenses/Insurance

Interns will have no expense allowance and will not be insured by the TPM. Each intern will be expected to arrange his or her own travel/medical insurance.

Interns will pay for their own travel to and from Iran and also for any travel undertaken within the country.

7. Expectations

The following expectations apply for each intern:

- Relationship building before arrival in Tehran through email, Skype etc.
- Before coming to the TPM to start the internship, interns are required to complete a short report/project/interview connected to a peace project in their own community. The interns will be expected to share this report on coming to the museum.
- Training Period: interns will have a one-week training programme within the TPM and will be trained to be a tour guide. They will be expected to assist with giving tours to visitors.
- Interviewing a Chemical Weapons Survivor. Interns will be required to interview a survivor from within the museum, asking questions relevant to them. Interns will be asked to share their interview experiences in a medium of their choice.

- Workshops: interns will be required to attend any workshops taking place at the TPM during their tenure.
- Assignments: interns will, on occasion, be tasked with assignments to assist their understanding of the TPM's work. This will take the form of group discussions on topics of interest, reviewing articles and films etc.
- Outcome: interns are required to complete one project from a list of options provided by the TPM.

8. Outcome Options

Interns may choose from the following options for their outcome project:

- Choose one of the panels within the museum and expand upon it to make a particular section of the museum more accessible to visitors.

For example, interns may choose to:

- Develop brochures or information which can be loaded onto the website or used in AR (Augmented Reality).
- Develop info graphic material for the TPM on any chosen section.
- Make a short video about the museum's work which can be loaded on the website or sent to interested parties.
- Oral History/Voices of Peace project: redesign the current brochure or share ideas on how to expand/advertise the project
- Art work: students may produce artwork of their choice to express understanding of the TPM's philosophy and be of interest to visitors.

9. Final Presentation

On completion of the internship, interns will be expected to give a presentation about their experience and share their outcome project.

10. Certificate of Participation

On completion of the internship, interns will be presented with a certificate of participation.

11. Support from the Museum

The TPM will support interns in the following manner:

- Supervisor will offer guidance and assistance to interns during their internship.
- TPM will connect interns with the young Iranian volunteers.
- Free Discussion Group: interns are invited to join the free discussion group.
- Involvement in on-going projects within the TPM: interns will be invited to join in any current projects to enable hands-on experience of the daily life of a museum.
- The TPM will offer field trips to other NGOs and places of interest within Tehran.
- A half-day workshop for TPM volunteers will be offered to interns at university level.

12. Feedback

On exiting the internship, the TPM will request feedback from each intern about his or her personal experiences and suggestions for improvement of the programme.

13. Post-internship

The TPM intends to continue its relationship with interns and will task each intern with the question of: How will you share your experiences at the TPM when you go back home?

The TPM aims, in this way, to continue the development of a culture of peace and to keep in touch with interns.

Interns will be asked to contribute articles or other media for the website page specific to internships at the Tehran Peace Museum.