

# SHOUT mission- based traineeship Info pack for host organizations

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## **What is the project SHOUT all about?**

The international consortium of the [SHOUT project](#) has developed innovative educational programmes for higher education teachers and students and also for professionals. These courses aim to foster networking between higher education institutions, SMEs and NGOs to support students of social sciences and humanities who want to find solutions to the challenges of sustainable development.

## **Shout traineeship – an opportunity for students and SMEs/NGOs**

The SHOUT student traineeship is based on a participatory approach to student internships. SHOUT traineeship is rooted in research mission-based and problem-focused learning. With the help of their mentors and supervisors, students work through a 6-week intensive programme to find solutions to organisations' challenges. Students traveling from abroad will receive a lump-sum grant for their travel and living expenses, from their Universities.



## How to become a host organization and why?

The SHOUT partner universities: [University of Vilnius](#), [University of Ljubljana](#), [University of Split](#), and [LUM University](#) will carefully select the best and the most motivated SSH students, who will be additionally trained before the traineeship, by taking the course [Kickstarting Sustainability](#).

Thus, besides their skills and competencies achieved through their academic curricula, the students selected for the traineeships will be equipped with specific knowledge and competencies such as:

Students' knowledge and competences	
effective presentation and communication skills	strong storytelling skills
understanding different audiences, different types of communities and choose the most suitable ways to connect with its members	application of different techniques to build effective collaboration between communities and public authorities
project management skills	collaborative work
conflict management	understanding the process of policymaking and its importance

### Benefits for your SME or NGO:



Your organization will have the opportunity to:

- extend your network to university teachers and researchers in Humanities and Social Sciences
- host a well-educated and professional student to work in your company under the supervision of their academic tutors;
- explore what new services and products your organisation can offer;
- learn about sustainability and the United Nations Sustainable Development Goals;
- discover overlooked opportunities in the organisation/company;
- review your organization sustainable solutions and actions.



## Key elements of the traineeship



International traineeships (students from Lithuania, Slovenia, Croatia and Italy selected by host organizations from other countries)	
<b>Duration</b>	6 weeks
<b>Participants</b>	Students graduated or ending their graduation from social sciences and humanities
<b>Period</b>	01/03/2022 to 30/09/2022
<b>Compensation of the costs</b>	Students travelling abroad will receive from the sending universities a lump-sum grant to cover their travel expenses (275-360 euro, depending on travel distance) and living costs (40 euro per day). The host organisations are encouraged to provide additional financial support (e.g. Meal allowance, travel allowance)
<b>Insurance</b>	Students travelling abroad are expected to have a European Health Insurance Card and additional private insurance in case they need some additional health services which are not covered by standard EU Health Insurance Card.



National traineeships (students from Lithuania, Slovenia, Croatia and Italy selected by host organizations from their own countries)	
<b>Duration</b>	6 weeks
<b>Participants</b>	Students graduated or ending their graduation from social sciences and humanities
<b>Period</b>	01/03/2022 to 30/09/2022
<b>Compensation of the costs</b>	The host organisations are encouraged to provide financial support to the students (e.g. Meal allowance, travel allowance)
<b>Insurance</b>	Students are covered by their student insurance



## Sounds great?



1. Take an action: post your opportunity at the [SHOUT HUB](#)
2. Receive inquiries from candidates and select your trainee
3. Sign a tripartite agreement (between your organization, student, and university) that will be provided by the sending university
4. Welcome your selected student at your place or online (if you provide remote opportunity) and dedicate a supervisor to a student. A dedicated supervisor is expected to take our course for professionals “[Designing Sustainability](#)”

### Enjoy an extended team!

## Criteria for organisations to be eligible to host SHOUT traineeships

- SMEs/NGOs need to have basic knowledge on sustainability and UN Sustainable Development Goals
- SMEs/NGOs are open to new solutions, knowledge sharing and sustainable topics
- SMEs/NGOs shall provide a working environment meaning opportunities for new service and products development
- SMEs/NGOs shall provide administrative support to the trainee
- SMEs/NGOs must engage the intern with other departments (if applicable) to develop innovative solutions as a result of the internship
- SMEs/NGOs shall provide all necessary equipment (eg. laptops, internet access, access to all relevant documents etc.) and save working conditions
- SMEs/NGOs must be active for at least 1 year
- SMEs/NGOs must comply with human and labour rights

## Recommended structure of the traineeship

Timeline	Activities	Results
<b>Week 1-2</b> Getting to know the context	In the first week, the student gets to know the organization, its context, get to know your group/team, share responsibilities and roles. A challenge is also being identified.	Strengths and weaknesses of the host organisation and its ability to address the challenge
<b>Week 2-3</b> Getting to know the challenge	In this phase, a challenge is being researched. Students have been trained to perform a SWOT analysis of the challenge, as well as to perform a PESTEL analysis of the problem.	SWOT & PESTEL analysis of host indicated challenge
<b>Week 3-4</b> Thinking about possible solutions	In the ideation phase, students should begin to synthesize the results of the first and second weeks into a viable solution to an identified problem using a variety of tools (Empathy Map Canvas, The Value Proposition Canvas, The Business Model Canvas, Design Ops Canvas).	Various results: from target group analysis to business model creation that could be used by the host organisation
<b>Week 4-5</b> Building prototypes	This stage is designed to test the selected solutions in real conditions. Build prototypes for these potential solutions, go to the user, get feedback for the initial prototypes, and identify which prototype works best as a solution to the problem.	Prototypes created for the challenge
<b>Week 6</b> Making sense of findings	This is the final stage of the SHOUT traineeship, where students will think about what they have learned and evaluate the outcome of their learning experience in a reflexive way.	Consolidated information of the whole process and research conducted through the traineeship.

The initially proposed content is rather a suggestion than a must-follow action. It is very acceptable if changes happen in the structure or if some tasks take longer or are performed quicker. Thus, we suggest using your judgement and applying the following material based on your unique context. The traineeships are encouraged to be performed at the place of an organization, however, hybrid or online working model could be used as well.

## Useful vocabulary

- SSH** - Social sciences and humanities
- Intern or trainee** – an SSH student, who is implementing SHOUT traineeship in a hosting organization.
- Tutor** – academic personnel, i.e., professor, who is guiding the student during the traineeship.
- Supervisor or mentor** – a person, who is dedicated to supervising the trainee during their time at the hosting organization.
- Hosting organization** – an SME, NGO, or any other non-academic organization, which hosts a trainee.
- University** – an academic institution, which sends a trainee to a hosting organization.



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