



## **INTERNATIONAL YOUTH INTERNSHIP PROGRAM**

### **TOURISM TRAINING AND PROGRAM DEVELOPMENT OFFICER**

**DOMINICA STATE COLLEGE  
ROUSEAU, DOMINICA**

**MAY – DECEMBER, 2022**

#### **BACKGROUND**

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The International Youth Internship Program offers Canadian post-secondary graduates the opportunity to gain professional experience through international development work. College of the Rockies, Bow Valley College and Selkirk College are providing opportunities to 28 young Canadians a year between 2018 and 2020 to support sustainable international development initiatives with partners in Africa, Central America, and the Caribbean. The program, which is funded by Global Affairs Canada, is part of the Government of Canada's Youth Employment Strategy.

#### **INTERNSHIP DESCRIPTION**

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This internship is being hosted by Dominica State College (DSC), which is located in Roseau – the capital of Dominica. The College is the country's only public higher education institution and is responsible for educating and training the majority of citizens seeking access to higher education in Dominica. DSC offers 33 associate degree programs with a focus on technical and vocational education and training, a Bachelor of Science in nursing, and six certificate programs.

The Tourism Training and Program Development Officer will work under the supervision of the Director of Dominica State College's Tourism Division to support the planning, coordination and delivery of tourism training programs, support industry outreach, and plan special events. In particular, the intern will:

- Assist in the planning and coordination of tourism-related training programs including those for taxi drivers, tour guides, trail guides, arts & craft vendors, assistant vendors, and hair braiders.
- Subject to the intern's abilities, participate in the in delivery of the tourism training programs delivered by Dominica State College.
- Deliver guest lectures including by sharing experiences and practices employed in the Canadian context.
- Assist in the planning and executive of student field trips.
- Support the Tourism Department's engagement of the Dominica's tourism industry, including by supporting the work of industry advisory committees.
- Propose and plan a tourism-related conference for tourism and hospitality students.
- Research efforts to develop programming and marketing in support of the Eastern Caribbean Institute of Tourism's designation of Dominica as a Centre of Excellence in nature and adventure tourism.

- Assist in the implementation of the College's disability policy within the Tourism Division in order to improve access and supports for students with disabilities.
- Perform administrative functions within the Tourism Division.
- Create content for and maintain the Division's social media platforms including their Facebook page

## ELIGIBILITY

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- Canadian citizen or permanent resident of Canada between 19 and 30 years of age
- Graduate of a diploma or degree program (as of the start date of the internship)
- Have not previously participated in the International Youth Internship Program

## QUALIFICATIONS

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This opportunity is a good fit for candidates who have:

- A diploma or degree related to tourism, adventure / outdoor tourism, hospitality, marketing, etc.
- An aspiration to pursue a career in tourism, hospitality, marketing, and / or teaching in these areas
- Strong communication, writing, research and problem solving skills
- Proficiency in the use of Word, Excel, and PowerPoint
- An open mind, a desire to learn and to contribute to learning, and the ability to get along with others, particularly in situations outside the applicant's comfort zone
- The ability to adapt to challenging circumstances and work with limited resources

Other qualifications that might contribute to a successful internship are:

- Volunteer or work experience in adventure / outdoor / ecotourism tourism
- Volunteer or work experience in marketing or business development
- Previous experience in a developing country
- Experience in resource mobilization / fundraising / grant writing

In addition, interns will be required to do the following:

- Comply with College of the Rockies' risk management plan and emergency protocols
- Conduct themselves in an ethical manner, respect local customs, and comply with Canadian and Dominican law
- Participate in, and be present during, all aspects of the program, including:
  - Online preparation assignments
  - Pre-departure training and related activities in Cranbrook, BC
  - Reintegration and public communications activities in Cranbrook, BC

## FINANCES

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College of the Rockies will assist with arranging accommodation abroad and provide a modest monthly living stipend to interns overseas. The College will also contribute to health insurance and vaccination expenses and cover full travel and visa costs to overseas placements. In addition, the College will contribute to travel to and accommodation in Cranbrook for pre-departure and reintegration activities.

Please note: Intern participation is voluntary, and is by no means and shall not be construed as an employment contract.

**FOR MORE INFORMATION**

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Please contact Tracey Brenton

[tbrenton@cotr.bc.ca](mailto:tbrenton@cotr.bc.ca)