



# HOT SUN FOUNDATION

Social transformation through media and art.

website: [www.hotsunfoundation.org](http://www.hotsunfoundation.org)

email: [info@hotsunfoundation.org](mailto:info@hotsunfoundation.org)

KIBERA OFFICE: Ayayi Estate, near Mosque, Kibera, Kenya.

POST: PO BOX 30933 – 00100, Nairobi, KENYA

*Hot Sun Foundation is a non profit organization, it is a project of Hot Sun Films Limited.*

## Volunteer/Internships

### ***VOLUNTEER for global action***

***No matter where you live, you can be involved.***

***Here's how:***

#### ***Outside Kenya:***

*Become a **Kibera Connector** by contacting all your friends to*

- *Join the FACEBOOK Kibera Kid Film Club*
- *Sign up for the Hot Sun Foundation Newsletter*
- *Set up screenings of Kibera videos and films in homes, communities, out doors, in parks, anywhere*
- *Organize houseparties to show Kibera videos and films*
- *Arrange youth video exchange through the Call and Response program*
- *Arrange for filmmakers, students and people interested in Africa to come to Kibera to volunteer, give workshops, donate equipment*
- *Write blogs, letters to the editor, articles for the media*
- *Become an intern in Kibera*
- *ADD your ideas*

#### ***In Kenya:***

***You can volunteer to work in Kibera to***

- *Give workshops in arts, media and filmmaking*
- *Organize community film screenings*
- *Sponsor community film screenings*
- *Sponsor community film festivals*

- *Solicit donations from individuals and businesses*
- *Donate equipment such as computers, cameras, office furniture, cell phones*
- *Write blogs, letters to the editor, articles for the media*
- *Be an intern working with Hot Sun foundation community coordinators*
- *ADD your ideas*

***TO VOLUNTEER for global action for KIBERA from anywhere in the world:***

***Send an email to [info@hotsunfoundation.org](mailto:info@hotsunfoundation.org) with your contact information and a brief description of what YOU want to do to join the global movement for social transformation in Kibera!***

## **Internships**

### **Communications**

### **Outreach and Development**

### **Research**

### **Trainers**

Hot Sun Foundation welcomes interested applicants, including university students and recent graduates to apply for an internship working in Kibera. We request a minimum of two full days a week or equivalent for at least three months. Please email your resume and a note regarding what internship you are interested in to [info@hotsunfoundation.org](mailto:info@hotsunfoundation.org)

***Communications intern*** assists with  
 publicity and press materials  
 compiling press kits,  
 building network partnerships  
 supporting outreach programs that include film festivals.  
 website maintenance,  
 newsletters,  
 media outreach,  
 helping to maintain partner relationships,  
 writing and editing reports.

This internship requires interpersonal and writing skills. An interest and background in publicity, journalism, and/or media communications is helpful.

### ***Outreach and Development Intern*** assists with

researching foundations and grants to helping draft proposals and reports.  
 planning fund-raising events  
 meetings with partners.

Followup with Hot Sun Foundation supporters

Monitoring and supporting special events around the world, organized through Facebook

Follow up with the KIBERA KID Film Club

Liaison with the Hot Sun Foundation Advisory Board

This internship requires strong organizational, interpersonal and writing skills.

***Research Intern*** assists with

Monitoring all programmes of Hot Sun Foundation and collecting quantitative data  
Participatory research and evaluation of the outcomes and impact of Hot Sun Foundation programmes

Compiling quantitative and qualitative data for monthly, semi-annual and annual reports

This internship requires background and interest in qualitative and quantitative field research.

***Volunteer trainers***

In addition, we always need more people to train in scriptwriting, acting, computer skills, (including Microsoft Word, email, blogging, internet research), photography and all aspects of video and film. Experienced applicants should write a description of what they would like to do, with their resume and send to [info@hotsunfoundation.org](mailto:info@hotsunfoundation.org)