



JAMAICA SOCIAL INVESTMENT FUND

ISO 14001:2004 CERTIFIED



“INVESTING FOR COMMUNITY DEVELOPMENT” EXPRESSIONS OF INTEREST

FOR ORGANIZATIONS TO HOST INTERNS
UNDER AN EMPLOYMENT INTERNSHIP PROGRAMME



The Jamaica Social Investment Fund (JSIF) was established in 1996 as a component of the Government of Jamaica's strategy to reduce poverty. The Fund promotes, appraises, finances and supervises social and economic infrastructure projects, including but not limited to schools, roads, agro-processing, water sanitation, health centres, community centres, scholarship programmes, internships, and capacity building training.

This exercise seeks to identify and create a short list of entities willing to facilitate interns for temporary employment within their organizations under the JSIF's Employment Internship Programmes which will be implemented in 2017/2018. The Programmes will be coordinated by an external consultant and/or JSIF, and will target persons from the communities tabled below:

PARISH	COMMUNITIES
Kingston & St. Andrew	Allman Town , Arnett Garden, Campbell Town, Central Downtown Cockburn Gardens, Delacree Park/Union Garden, Denham Town, East Downtown, Fletchers Land, Franklin Town, Greenwich Town, Hannah Town/Craig Town, Jones Town, Majesty Gardens, New Haven, Penwood, Rae Town, Rema, Riverton City, Rose Town, Tivoli Gardens, Waterhouse, Whitfield Town.
St. Catherine	Bog Walk, Central Village, Clifton, Dela Vega City, Dallas, Ellerslie Garden, Grange Lane, Lakes Pen, Lime Tree Grove, Lower King Street, Old Harbour, Quarry Hill, Railway Lane, Rivoli, Salt Pond Road, Spanish Town, Tawes Meadows, Twickenham Park, Upper King Street, Villa Palms.
Clarendon	Four Paths, Palmers Cross, York Town, Lionel Town.
St. James	Flanker, Norwood, Granville, Adelphi, Anchovy, Barrett Town, Lilliput, Retirement, Tucker

Expressions of Interest (EOI) are now invited solely from private sector institutions or non-governmental organizations to host interns in their workplace as a means of providing work experience and increasing employability for young adults from these target communities. Organizations responding to this EOI must provide the following:

- Detailed company profile with proof of registration/legal status
- Information on organizational structure and management
- Information on the job type/tasks for which interns are required within the organization
- The number of interns the entity is willing to temporarily host and the desired duration of internship
- Indication of why the organization would like to participate in the Employment Internship Programmes

Host entities will be responsible for routine supervision of interns, including submission of attendance registers and performance reviews. Hosts will not receive any remuneration if selected to participate in the programme, and intern stipends will be solely the responsibility of the JSIF.

Please note that only organizations with offices in the parishes listed above will be considered.

Expression of Interest and supporting documents must be delivered to the address below or emailed to contracting@jsif.org on or before 4:00 pm on Friday, February 24, 2017.
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