



# Global Community Fellowship (ST)

## Position Description at Suwandi Foundation

### Overview

The Global Community Fellowship (Short-Term) plays a critical role in supporting capacity-building, education, and training initiatives of institutions designed to address specific needs and challenges in the local community. By working directly with communities, Fellows gain hands-on experience with organizations in Asia using creative and innovative methods to address critical social challenges while applying their knowledge and skills to further grassroots social change.

### Post Summary

The **[Suwandi Foundation](#)** seeks motivated individuals to serve as **Non Profit Development Fellows** working alongside a small, community centered organization in Tulamben, Bali, Indonesia. Fellows will support both Suwandi Foundation's international service immersion programs and the day to day operations of the foundation. Fellows will work alongside intern cohorts (3-10 participants) and Suwandi's on the ground team for 8 weeks during **Summer 2026** (mid-June to mid-August).

In this role, Fellows will:

- Support the day-to-day operations of a small nonprofit organization gaining experience in how an organization runs on the ground.
- Assist with core development work including marketing, storytelling, donor outreach, fundraising campaigns and service program development.
- Help manage and coordinate international programs though supporting and communicating the logistics of participant-led projects.
- Collaborate closely with Balinese staff and Suwandi Foundation team to strengthen systems, workflow and program delivery.
- Contribute to the planning and implantation of special projects (led both by the Suwandi exec team as well as international volunteers/interns) that support organizational growth, community needs and long term sustainability.
- Engage directly with local students in classrooms and after-school programs, delivering English lessons and interactive learning experiences.



This fellowship is structured as a **service-learning and voluntary engagement experience**, with a strong emphasis on mutual learning, cross-cultural exchange, and reflection. Fellows will gain practical experience in program management, volunteer coordination, educational design, and community engagement in a low-resource context.

## About the Partner

The **Suwandi Foundation** empowers children in Bali to break the cycle of poverty through education. Partnering with local leaders in Karangasem, the Foundation operates learning centers offering:

- Free morning preschool and kindergarten programs.
- After-school programs for elementary, middle, and high school students.
- English language, computer literacy, and wellness-focused extracurricular activities (sports, dance, beach clean-ups, field trips, etc.).

The Foundation's **Service Learning Program** brings international students into classrooms and community programs, fostering personal development, intercultural connection, and global citizenship. Fellows work alongside these participants by supporting them with mentorship, lesson facilitation, and the development of meaningful, community driven projects during their program. Through this work, Fellows deepen their own understanding of inclusive education, cross-cultural collaboration and community-based development while directly contributing to the organization's impact.

## About the Location

Fellows will be living and working in Tulamben, Bali. This town is located in the Karangasem Regency in northeastern Bali, which has the lowest literacy rates and highest poverty rates on the island. Tulamben is a coastal town, which brings many tourists annually due to its famous scuba diving sites. Karangasem is a culturally vibrant region, known for agriculture and beautiful natural landscapes. We are located about a three-hour drive from the capital city of Denpasar and other more "touristy" cities in the southern area of the island. Bali is an island in the Indonesian archipelago, consisting of over 17,000 islands. The primary religion is Balinese Hinduism, closely intertwined with daily life and customs. The Balinese economy relies heavily on tourism.



Fellows will be living at The Suwandi Foundation's Volunteer Base, Khrisna Sunrise Homestay, alongside the volunteers they will be managing. They will share a room and a bathroom, with one other Suwandi Foundation Staff. Each room has amenities including air conditioning, large windows, a dresser and mirror, hot water, a western-style toilet, and weekly cleaning services. The accommodation is where Fellows & volunteers have most of their meals (all included), prepared by a local team of three chefs. The accommodation has a fully equipped kitchen, should the Fellow choose to cook their own meals. There is also a rooftop deck, pool, and various common space seating areas, and is just a ten-minute walk away from the beach.

**Fellows will be responsible for accommodation expenses.**

## **Schedule & Commitment**

**Duration:** 8 weeks during **Summer 2026** (mid-June to mid-August).

**Full-time on-site engagement:** approximately 40 hours/week, including program coordination, volunteer mentorship, educational instruction, and reflection sessions.

Orientation: first week includes program induction, site familiarization, and volunteer onboarding.

Ongoing:

1. Supporting daily non profit operations, including marketing, communications, fundraising support and project coordination.
2. Assisting with service learning programs through light mentorship, activity support and coordination with staff.
3. facilitating lessons, participating in intercultural activities, leading reflection activities, supporting volunteer needs, and coordinating with staff.
4. Participating in intercultural activities and community engagement teaching English 4 days a week in the classroom with local students .

Final Week: program evaluation, reflection, documentation of projects and closure activities.



## Position Responsibilities

### Non Profit Operations and Development

- Supporting daily non profit operations, including internal organization, documentation, and systems building.
- Assist with marketing and communications projects such as social media content, newsletters, and donor updates.
- Contribute to fundraising efforts, including campaign development and support and impact storytelling.
- Collaborate with Suwandi team and local organizations in conversations around growth and development.

### Service Program Support

- Assist participants in organizing and implementing their individual and group projects, via logistical planning and coordination with the local team.
- Oversee participant-led projects feasibility, sustainability and social impact within the local community.
- Help troubleshoot challenges that arise during projects, focussing on structure and communication.

### Community and Team Collaboration

- Work closely with Balinese staff and Suwandi staff to learn about alignment between program goals and community needs.
- Support a positive and respectful environment across all programs and shared spaces.
- Participate in reflection/education sessions and intercultural activities to deepen understanding of community based development.
- Capture photos, videos, and stories that highlight daily lids, learning and impact for use in communications and fundraising.

This position is ideal for someone interested in learning more about non profit leadership, international development, and community-driven work who wants



hands on experience in how a small organization grows, adapts, and sustains itself in a real world context.

## Eligibility Requirements

- **Academic:** Must be currently enrolled in an **undergraduate degree program** at an accredited university. Please note that this fellowship is only eligible for current undergraduate students, as they will be expected to share their undergraduate studies experience as part of their fellowship duties.
- **Citizenship:** Must be a **US citizen, permanent resident, or have significant experience in the US** (e.g., graduated from a U.S. university, worked in the US for several years). Non-US citizens will be considered on a case-by-case basis due to visa and host-country requirements.
- **Language Skills:** **English fluency** required; basic Indonesian/Balinese preferred but not required.
- **Work Experience:** Must be willing and able to participate fully in all mandatory activities, including online preparatory assignments, on-site orientation, and the entire on-site program period.
- Must **respect diversity** and be passionate about transforming differences into strengths through education, cross-cultural learning, and collaborative programs.
- The Fellow will be required to join the weekly check-in meeting.
- **Up to Five Fellows may be chosen for this role.**

## Preferred Qualifications

- Comfortable living in shared accommodations in a remote area for the duration of the fellowship.
- Experience in teaching, tutoring, program coordination, or leadership roles preferred.
- Ability to work in a cross-cultural, collaborative environment and adapt to a new cultural context.

## Professional Development

- Cross-cultural communication and intercultural competency.
- Leadership, mentorship, and group facilitation.



- Volunteer management, program coordination, and project management.
- Teaching and educational program design.
- Problem-solving, interpersonal relationship-building, and team development.
- Experiential learning and reflection facilitation.
- Adaptation to new cultural norms and daily life in a low-resource international context.

### **Estimated Cost – \$6500 USD~**

- **International Travel** – \$1800: Economy Flight \$1500~ + Travel/Health Insurance \$300~
- **Accommodation** – Estimated value of \$1,800–\$2,000. Housing will be arranged by Suwandi, and fellows are expected to cover the full cost of accommodation.
- **Intercultural Activities and Program Fees** – \$1,500
  - **Living Costs** – \$1000:
    - Food – \$10–15 Daily
    - Transportation – \$5~ Daily
    - Miscellaneous (supplies, personal expenses, materials) – \$200
- **Fellowship Management Fee** – \$500: Fee for fellowship management and logistics
- **Student Visa** – \$300: VIA and Suwandi will assist the Fellow in obtaining the appropriate VISA