



### Voluntary Position – LOT 2026

<b>Job Title:</b>	Program Interviewer	<b>Position ID:</b>	POS25INTER01711
<b>Duration:</b>	6 months over 2 rounds	<b>Starting Date:</b>	March/01/2026
<b>Location:</b>	Remote	<b>Ending Date:</b>	Jan/15/2027

**Summary:** We are seeking a program interviewer to fulfill our program requirements and facilitate the program interviews, evaluate the candidates, and deliver a final report of candidates' evaluation.

**About us:** Leaders of Tomorrow Digital Exchange Program is a virtual exchange-program for international youth at the age of 14-17 (Teenagers) & 18-24 (Young Adults). We have over 200 alumni from more than 25 countries around the world and we aim to continue our mission to more people and countries by developing leadership and project management skills as well as an intense focus on global issues and improving their English Language throughout the 8 weeks online sessions program.

#### **Program Dates:**

- January 2026 – Management Training
- February 2026 – Applications Preparations & Bridge Fellows Training
- March 2026 – Applications Period Start & Staff Training 1
- April 2026 – Staff Training 2
- May 2026 - Applications Period End
- May – June 2026 – Applications Reviewing & Staff Training 3
- June 2026 - Interviews
- June - August 2026 - Sessions
- September - November 2026 – Evaluation & Networking events
- December 2026 – January 2027 – New staff selection

#### **Benefits:**

- To be part of an international community with access to multiple opportunities that can contribute to your future career.
- Receiving full tutorial sessions before the start of your role to be familiar with your tasks and the program structure.
- Certificate of volunteering with our program.
- An opportunity to learn and teach.
- Gain a certificate of completion recognizing your contribution and skills developed.
- High amount of flexibility with our tasks and timings.



### **Key Responsibilities:**

- Interviewing and evaluating staff candidates for potential program roles
- Interviewing students from different countries around the world and giving feedback regarding their eligibility to participate in the program.
- Report the evaluation to the program staff to finalize the accepted students for the program.

### **Requirements:**

- Experienced in leadership skills, civic engagement, conflict resolution, project planning, and public speaking.
- A good proficiency in English (required).
- Well organized with strong communications skills.
- Alumna/us of an exchange program (preferred).
- Experienced in Office Suite (Word, Excel, PowerPoint, Outlook).
- Constant access to the internet during the week.
- 4-5 Hours time availability during the week.

If you are interested in this position, please email your CV to this email [lot@lotep.org](mailto:lot@lotep.org) with "Program Interviewer" in the subject. For further details please check our website <https://lotep.org> or send your questions to the email above.

Qualified candidates will be contacted for an interview.

The duration is fixed but the date could differ.

*Thanks, and Best Regards,*

*LOT Team*

*10/31/2025*